

Mayor
Michael Mattox

Vice Mayor
Beverley Dalton

Council Members
Jay Higginbotham William "Bill" Ferguson
Charles Edwards Tracy Emerson
Tim George

Altavista Town Council
October 14, 2014
Regular Meeting (7:00 p.m.) Agenda
J.R. "Rudy" Burgess Town Hall – 510 Main Street

ALL CELLPHONES AND ELECTRONIC DEVICES ARE TO BE SILENCED OR TURNED OFF IN COUNCIL CHAMBERS.

6:30 p.m. Finance Committee Meeting (Large Conference Room) (NOTE EARLIER TIME)

7:00 p.m. Regular Council Meeting (Council's Chambers)

I. **Call to Order**

II. **Invocation**

III. **Approval of Agenda**

IV. **PUBLIC COMMENT PERIOD:** Notes on Comment Period – Each speaker is asked to limit comments to 3 minutes and the total period for all speakers will be 15 minutes or less. Council is very interested in hearing your concerns; however speakers should not expect Council action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Council, staff and other speakers.

V. **SPECIAL ITEMS OR RECOGNITIONS** (Time allotted as needed) (Estimated Time: 5 minutes)

VI. **CONSENT AGENDA** (Estimated Time: 5 minutes)

- Approval of Minutes – *Work Session September 9th; Regular Meeting September 9th; Continued Meeting September 15th*
- Receive monthly review of Invoices
- Receive monthly review of Revenues & Expenditures
- Receive monthly review of Reserve Balance/Investment Report
- Departmental Monthly Reports
 - Administration
 - Community Development
 - Economic Development
 - Police Department
 - Public Works/Utility Department
 - Transit System

VII. **PUBLIC HEARING(S)** (None at this time)

VIII. **STANDING COMMITTEE/COMMISSION/BOARD REPORTS** (Estimated Time: 15 minutes)

- A) Council Committees
 - i) Finance/Human Resources Committee (Dalton)
 - ii) Police/Legislative Committee (Edwards)
 - iii) Public Works/Utility Committee (Ferguson)
- B) Others
 - i) Recreation Committee
 - ii) Chamber of Commerce

IX. **NEW BUSINESS** (Estimated Time: 10 minutes)

X. **UNFINISHED BUSINESS** (Estimated Time: 5 minutes)

- A) Design Guidelines – Downtown Revitalization Overlay (DRO) District
- B) VDOT MAP-21 Transportation Alternatives Program Agreement Authorization

XI. **MANAGER’S REPORT** (Estimated Time: 5 minutes)

- A) Town Council Calendars (October/November)
- B) Informational Items

XII. **Matters from Town Council**

XIII. **CLOSED MEETING (If necessary)**

XIV. **Adjournment**

Notice to comply with Americans with Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance notification has been received by the Town Clerk’s Office. For assistance, please contact the Town Clerk’s Office, Town of Altavista, 510 Seventh Street, Altavista, VA 24517 or by calling (434) 369-5001.

Thank you for taking the time to participate in your Town Council meeting. The Mayor and Members of Council invite and encourage you to attend whenever possible because good government depends on the interest and involvement of citizens.

<p>AGENDA ITEM</p>	<p>SYNOPSIS AGENDA OCTOBER 14, 2014 REGULAR ALTAVISTA TOWN COUNCIL MEETING</p>
<p>I. Call To Order</p>	
<p>II. Invocation</p>	
<p>III. Approval of Agenda</p>	<ul style="list-style-type: none"> • Approve Agenda as presented or modified. <p><i>Enclosure: NO</i></p>
<p>IV. Public Comment Period</p>	<p><i>Enclosure: NO</i></p>
<p>V. Special Items or Recognitions</p>	<p><i>Enclosure(s): NO</i></p>
<p>VI. Consent Agenda</p>	<ul style="list-style-type: none"> a) Approval of Minutes – Work Session September 9th ; Regular Meeting September 9th; and Continued Meeting September 15th b) Receive monthly Invoices c) Receive monthly review of Revenues and Expenditures d) Receive month review of Reserve Balance/Investment Report e) Departmental Reports <p><i>Enclosures: YES</i></p> <p><i>Need a motion to Approve the items on the Consent Agenda.</i></p>
<p>VII. Public Hearings</p>	<p>❖ None scheduled at this time.</p>
<p>VIII. Standing Committees /Commissions/ Board Reports</p>	<ul style="list-style-type: none"> ❖ Finance/Human Resources Committee Report – Chairman Dalton ❖ Police/Legislative Committee: Chairman Edwards ❖ Public Works/Utility Committee: Chairman Ferguson <p>Others:</p> <ul style="list-style-type: none"> ❖ Recreation Committee ❖ Chamber of Commerce

IX: New Business	❖ None scheduled at this time.
X: Unfinished Business	<p>❖ Design Guidelines – Downtown Revitalization Overlay (DRO) District <i>Enclosure(s): NO</i></p> <p>❖ VDOT “Transportation Alternatives Program” (TAP) Program Agreement Authorization <i>Enclosure(s): NO</i></p>
XI: Manager’s Report	<p>a. Town Council Calendars <i>Enclosure(s): Yes</i></p> <p>b. Informational Items</p> <ul style="list-style-type: none">•
XII: Closed Meeting	

COUNCIL WORK SESSION September 9, 2014

The joint work session of the Council and the Planning Commission of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on September 9, 2014 at 5:30 p.m.

Council members

present: Mr. Mike Mattox
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Bill Ferguson
Mr. Timothy George

Planning Commission

Members present: Mr. Jerry Barbee
Mr. John Jordan
Mrs. Laney Thompson
Mr. John Woodson
Mr. Bill Ferguson

Also present: Mr. J. Waverly Coggsdale, III, Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. David Garrett, Public Works/Utilities Director
Mrs. Mary Hall, Administration
Mr. W. Scott Smith-Region 2000

Mayor Mattox welcomed everyone, advised the purpose of the work session was to discuss the Design Guidelines for the Downtown Revitalization Overlay District (DRO) and turned the meeting over to Mr. Jerry Barbee, Chairman of the Planning Commission.

Chairman Barbee addressed Council and presented a power point on the ordinance. He noted the DRO was established in 2007 as an amendment to the zoning ordinance. In 2010 the National Register of Historic Places Designation was received. He showed a map that outlined this designation. He stated many things have been accomplished since 2007 in terms of money; the block grant, matching funds where the property owners have contributed, streetscape, etc. He felt the public and private sector have worked well together to accomplish this. Because of these accomplishments, the Planning Commission felt they needed to revisit the DRO to see if there was anything they could do to bolster it a little. He advised the Planning Commission held a public information meeting with 10 or 12 people attending the meeting; everyone that spoke, spoke in favor of the Planning Commissioners' actions and welcomed what is being done. He advised the Planning Commission had a public hearing August 2014 and finalized everything bringing them to this point of the joint work session with Council. The guidelines were separated out so that they could be adapted as times and needs change. After reviewing the ordinance guidelines with Council, Chairman Barbee turned the meeting over to Mr. Scott Smith.

Mr. Scott Smith, Senior Planning Advisor Region 2000 Local Government Council, advised the Planning Commission asked him to provide technical assistance. He explained to Council how a property owner would move through the process. He noted the core of the document was adopted in 2010 as an advisory document. All the work done with CDBG was done with compliance to these guidelines. He stated some of the process was to clean the document up. Mr. Smith said he has been asked why the guidelines were not called rules that it would be easier if they were rules. He stated each building is different and it is up to the property owner and the review board to come up with a plan that meets the intent of the guidelines.

COUNCIL WORK SESSION September 9, 2014

Mr. Emerson asked if every property owner has a copy of the DRO.

Chairman Barbee stated it is on the website.

Mr. Emerson suggested that each property owner have copy because some may not have access to or use the internet.

Mayor Mattox asked Mr. Smith to explain the historical tax credits.

Mr. Smith advised several years ago the Town of Altavista established a Virginia and National Historic District. Every building within this district except for a select few are contributing buildings. Property owners that want to do major work on their building have access to state income tax credits and federal income tax credits; there are different requirements and thresholds that have to be met.

Mayor Mattox thanked Chairman Barbee and the Planning Commission and Mr. Smith for their time and efforts.

Mayor Mattox adjourned the meeting at 6:28 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, Clerk

Regular Council Meeting—September 9, 2014

The meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on September 9, 2014 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Rev. David Sage, Grace Community Church, gave the invocation.

Council members
present:

Mayor Michael Mattox
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Bill Ferguson
Mr. Timothy George
Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Chief Kenneth Walsh, Police Department
Mr. David Garrett, Public Works/Utilities Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

3. Mayor Mattox asked if there were any questions regarding the agenda.

A motion was made by Mr. Ferguson, seconded by Mr. Emerson, to approve the agenda.

Motion carried:

VOTE:

Mr. Michael Mattox	Yes
Mrs. Beverley Dalton	Yes
Mr. Charles Edwards	Yes
Mr. Tracy Emerson	Yes
Mr. Bill Ferguson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

4. Public Comment

Mayor Mattox asked if anyone would like to come forward and address Council in regards to anything not listed on the agenda.

No one came forward.

5. Special Items or Recognitions

6. Consent Agenda

- a) Approval of Minutes- Work Session August 12th; Regular Meeting August 12th
- b) Approval of Authorization for Town Manager to execute USDA (RBEG) Grant
- c) Receive monthly review of Invoices
- d) Receive monthly review of Revenue & Expenditures
- e) Receive monthly review of Reserve Balance/Investment Report
- f) Departmental Monthly Reports
 - Administration
 - Community Development
 - Economic Development
 - Police Department
 - Public Works/Utility Department

Regular Council Meeting—September 9, 2014

- Transit System

A motion was made by Mr. George, seconded by Mr. Emerson, to approve the items as listed on the consent agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

7. Public Hearings

a) Proposed Issuance of General Obligation Public Improvement Bonds

Mr. Coggsdale advised prior to issuance of General Obligation Bonds, the Town of Altavista must conduct a public hearing. This public hearing is in regard to the potential issuance of a general obligation public improvement bond in the estimated maximum amount of \$7,400,000 for the purpose of financing capital costs related to the Town's water system. This will allow the Town to borrow up to this amount for water improvement projects over the next few years if deemed necessary.

Mayor Mattox opened the meeting at 7:03 p.m. and asked if anyone would like to come forward to speak on the proposed issuance of the General Obligation Public Improvement Bonds.

No one came forward.

Mayor Mattox closed the meeting at 7:03 p.m.

8. Standing Committee/Commission/Board Reports

a) Council Committees

i. Finance/Human Resources Committee

Project 1A Bid Award/Water Infrastructure Financing Plan

Mrs. Dalton advised at last month's Council meeting Council considered the bids for Project 1A (Bedford Avenue Water Line Improvement) and asked our engineers to negotiate with the contractor, as the bid was over the budget estimate. The contractor and engineer discussed options regarding a "lump sum" deduct for rock and the provision of unit costs for such items. Based on this information it is the engineer's recommendation not to accept this amendment to the bid and proceed with the original base bid. She advised it is the engineer's recommendation that Council award Project 1A (Bedford Avenue Water Line) to DLB, Inc. utilizing Base Bid Items 1 – 4 in the amount of \$3,796,322 which does not include Bid Item No. 5 or Additive Bid Item No. 1.

Mrs. Dalton motioned that the Altavista Town Council accept the bid of DLB, Inc. in the amount of \$3,796,322 for the Project 1A (Bedford Avenue Water Line) bid items 1 – 4 and authorize the Town Manager to execute all necessary documents related to this project.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes

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Mr. Charles Edwards	Yes
Mr. Tracy Emerson	Yes
Mr. Bill Ferguson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

Mrs. Dalton advised earlier tonight, Town Council conducted a Public Hearing regarding the issuance of General Obligation Bonds for Public Improvements, which could include the first two identified projects (1A and 1B). The Committee reviewed the bank bid information for Project 1A submitted by our financial consultant and have recommended that the Town accept the proposal from Carter Bank & Trust for a 20 year loan.

Mrs. Dalton motioned that the Altavista Town Council adopt the ordinance entitled “Ordinance Authorizing the Issuance of General Obligation Public Improvement Bonds of the Town of Altavista, Virginia, in a Principal Amount Not to exceed \$7,400,000.”

Mr. Higginbotham asked Ms. Dianne Klaiss, Senior Vice President, Mid-Atlantic Public Finance, to review the interest rates with citizens in attendance.

Ms. Klaiss gave a brief summary of the proposals received from three banks; BB & T, Carter Bank and Trust and First National Bank of Altavista. She noted of the three Carter Bank and Trust offered more flexibility and the most conservative approach to borrowing.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mrs. Dalton advised adoption of the resolution entitled: “Resolution Providing For the Issuance and Sale of a General Obligation Public Improvement Bond, Series 2014, of the Town of Altavista, Virginia, heretofore Authorized, and Providing for the Form, Details and Payment Thereof.” is also required. By this resolution the Council (a) approves the general financial terms of the limited obligation bond (LOB) sale, (B) approves the draft documents as substantially final documents, (c) acknowledges to comply with certain federal tax and securities laws, and (d) authorizes staff to complete the financing. Mrs. Dalton noted the resolution lists the principal amount of \$5,027,400 which was an original estimate when the bid process began. The figure will be revised closer to the closing date on the borrowing.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, that the Altavista Town Council adopt the resolution entitled: “Resolution Providing For the Issuance and Sale of a General Obligation Public Improvement Bond, Series 2014, of the Town of Altavista, Virginia, heretofore Authorized, and Providing for the Form, Details and Payment Thereof.”

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes

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Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

Project 1A (Bedford Avenue Waterline) budget:

PROJECT 1A (Bedford Avenue Water Line)

Engineering	139,500
Railroad Permit Fees	22,300
Construction Bid	3,796,322
Contingency (5%)	189,816
Inspection Services	93,600
Issuance Costs	<u>30,000</u>
Estimated Budget	4,271,538

Mrs. Dalton advised Council previously adopted a Reimbursement Resolution that allows for the Town to be paid back for expenses that have already been incurred for this project. At this time, staff needs direction from Council on whether they would like any expenses reimbursed from this project. To date the Town has incurred expenses totaling approximately \$131,000 for engineering and the railroad permit fees. This decision is necessary so that near closing staff can better estimate the amount of the actual borrowing. Staff will create the appropriate budget amendment(s) related to this project for future ratification. Mrs. Dalton reported the Finance Committee recommends not reimbursing themselves; it is monies that have already been expended from last year's budget.

It was the consensus of Council that the Town not pay themselves back for expenses already incurred for this project.

Professional Services Proposal – PCB issues

Mrs. Dalton asked that the Council meeting be continued to Monday, September 15, 2014 at 4:00 p.m. to discuss information received on PCB issues.

Tree Plan Funds

Mrs. Dalton advised the Finance Committee considered the recommendation of the Public Works/Utility Committee to approve the tree plan drafted by the Recreation Committee and approve funds in the amount of \$3,500 for its implementation for English Park and other parks.

Mrs. Dalton motioned that \$3,500 from reserves be approved for implementation of the tree plan for the recreational areas, as presented.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Health Insurance plans

Mrs. Dalton reported staff continues to evaluate health insurance options based on the previous criteria given by Council in an effort to find a more viable long term solution. Staff has met with local individuals connected to the health insurance industry and they are assisting in exploring additional options. It is anticipated that an update will be provided to the Committee and Council in the coming weeks.

Personnel/Town Policy Update

Mrs. Dalton reported staff discussed with the Committee the need for an update to the Town's Personnel Manual (Employee Handbook), which became effective September 1, 2004. In addition, staff would like to begin a process by which to review and update, if needed, town policies (some which have been in place since the mid 1980's). Staff will continue to evaluate how these items can be completed and report back to the Committee.

ii. Police/Legislative Committee

Take Home Vehicles Policy

Mr. Edwards advised staff provided information to the Committee on the current use of vehicles for "take home" use as well as information from other sources regarding the issue. Chief Walsh provided a memorandum that recommended that police department "command staff" (Lieutenant and above) be assigned a take home vehicle, provided that they live within a distance of ten (10) miles from the Altavista Corporate Limits. The Committee discussed the current situation involving take home vehicles for the police department, which includes three individuals and were agreeable that these may continue, but did not reach a consensus on a policy to be implemented in the future. The two concepts discussed were: 1) No expansion of existing policy; or 2) Keeping current plan but allowing Command staff within a ten (10) mile radius a take home vehicle going forward.

Mayor Mattox noted since this meeting, the discussion has been to freeze what is done now until a new policy is put into place.

It was the consensus of Council to freeze what is now in place with the "take home" vehicles and update the "take home" vehicle policy.

Pawn Shop Regulations

Mr. Edwards advised the Committee reviewed the information that was provided by the Town Attorney at the previous Town Council meeting regarding potential ordinance amendments regarding pawn shops. The process by which a pawn shop can operate is covered in the Code of Virginia, although local governments can also incorporate additional language that addresses the number of pawn shops that may operated in a locality and/or the fee associated with the issuance of a permit. Mr. Edwards advised pawn shops provide police departments with a listing of items taken in on daily basis which requires officers to review this listing and felt there should be a charge

Mr. Eller advised he had contacted several towns to verify their charges on such and reported this to Council. He also presented Council with a modified ordinance with license fees and provisions.

Mr. Edwards advised the Committee discussed these items and recommends an ordinance be drafted that cites the Code of Virginia, limits the number of pawn shops in Town to two and sets a permit fee. The amount of the permit

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fee was not agreed upon but the two amounts considered were \$200 or \$1,000. The Committee asked staff to review this item and report back at the Council meeting.

Mr. Thomas McCue, owner of Pawn Solutions, 126 Summerdale Lane, Evington, VA, came forward to answer questions from Council.

Mr. George referred to the various fees required and then asked Mr. McCue about the reports they submit to the police department.

Mr. McCue advised with the software used, every transaction requires that the customer be entered, along with their identification being scanned and phone number with property that is either purchased or pawned. This information is forwarded to the police departments.

A motion was made by Mr. George, seconded by Mr. Emerson, that the permit fee be set at zero.

Mr. Edwards felt there should be a charge because of the time used by the Police Department to review.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	No
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mr. Eller read the following ordinance:

An Ordinance to add to the Code of the Town of Altavista, 1968, a new Article V consisting of Sec. 22-133 relating to Pawnbrokers.

Be it ordained by the Town Council of the Town of Altavista:

1. That a new Article V "Pawnbrokers" consisting of Sec. 22-133 be added to the

Code of the Town of Altavista as follows:

Sec.22-133. Pawnbrokers.

A. Sections 54.1-4000 through 54.1-4014, Code of Virginia, regulating and controlling pawnbrokers are hereby adopted by reference and shall be enforced within the town. Pursuant to the provisions of Section 1-13.39:2 of the Code of Virginia, future amendments to the sections of the Code of Virginia that are incorporated in this section are also incorporated by reference herein.

B. Not more than two pawnshops may operate within the corporate limits of the Town of Altavista at any one time

2. This Ordinance shall become effective immediately upon passage by the Town Council of the Town of Altavista.

A motion was made by Mr. Emerson, seconded by Mr. George, to adopt the new ordinance limiting two pawn shops in the town at any one time as presented by Attorney Eller.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes

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Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

Mr. Eller mentioned he had sent a letter to Pawn Solutions after the last Council and they immediately began working towards the requirements.

iii. Public Works/Utility Committee

Tree Removal – Main Street

Mr. Ferguson advised staff has been working with VDOT in regard to a partnership to remove the large trees along Main Street. This conversation began with a local business indicating that trees adjacent to their building was causing problems due to leaves dropping in their gutter system. Based on past discussion, staff was seeking to work with VDOT and it was indicated that the Town could request the work to be done through a VDOT contractor. In addition, VDOT requested that in exchange for the tree removal that the Town assume the expense of grinding the stumps and replace any sidewalk that has been damaged. Staff believes this is a very good partnership if Council wants the thirteen trees along Main Street removed.

Mr. Ferguson motioned that the Town Manager be authorized to execute an agreement with VDOT in regard to removal of trees along Main Street and the Town assume the cost for the stumps and sidewalks as indicated.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Other Items Discussed

WWTP Emergency Overflow Pond (PCB Issue) Discussion

Referred to the continued meeting, September 15, 2014

Tree Plan – English Park

At the August Town Council meeting, the Recreation Committee submitted a plan that would incorporate trees into English Park, as well as other recreational areas in Town. The Committee reviewed the Recreation Committee's recommendation and agreed, forwarding the issue of funding to the Finance/HR Committee.

Utility Department operations/Use of Technology

The Committee previously requested that staff review the staffing of the utility plants and the feasibility of the use of technology to possibly reduce operational costs. The Committee was updated on the process.

Private Drive Maintenance Request

The Committee continued discussion regarding a citizen's request to maintain a private drive off Eudora Lane. Although it appears that at some point in the past that the Town surface treated this area, the Committee felt it was not in the Town's best interest to continue this practice. Staff will inform the citizen.

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Water Pressure Issues

The Committee was updated on staff's efforts to address water pressure issues primarily associated with the Melinda Drive tank. In addition, staff is completing a RFP for services related to evaluation of the water pressure issue and the inclusion of the Dearing Ford elevated water tank that was recently received from Campbell County.

9. New Business

a) Consideration of Delinquent Tax List for 2013 and Write Offs

Mrs. Shelton addressed Council and advised they were provided the annual listing of delinquent taxpayers as required by Section 70-3 of the Town code. This year's outstanding taxes total \$31,632.40. A decrease over last year's listing by approximately \$2,000. Personal Property taxpayers account for the majority of the listing totaling \$18,685.50 - most of which are taxes on vehicles. Department of Motor Vehicles has been authorized to place stops on all active vehicles owned by these taxpayers. Mrs. Shelton noted there is a \$40 administrative fee for a stop to be removed; half of the revenue remains with the Town and half is forwarded to DMV. The remainder of the listing accounts for outstanding real estate taxes totaling \$12,946.90. Mrs. Shelton requested permission from Council to advertise the presented listing of delinquent taxpayers in the Altavista Journal and to prorate the cost of the ad to the delinquent taxpayers. She mentioned prior to putting forth aggressive collecting efforts, over the last eight years, we collected on average 98.67% of taxes billed each year. After advertising and placing stops on vehicles, the collection efforts over these eight years increased to an average of 99.84%. Mrs. Shelton also requested permission from Council to write-off delinquent taxes for deceased individuals in the amount of \$308.80; delinquent personal property taxes under \$20.00 in the amount of \$8.32; and for uncollectible real estate taxes in the amount of \$798.45. Mrs. Shelton advised due to the statute of limitations regarding personal property taxes, the 2009 taxes in the amount of \$3,367.24 are due to be written off. I would like to request permission from Council to write-off the 2009 delinquent personal property taxes with collection efforts continuing thru June 2015.

A motion was made by Mr. Edwards, seconded by Mrs. Dalton, that the Delinquent Tax List be printed in the Altavista Journal; Delinquent Taxes: Real Estate: \$12,946.90 Personal Property: \$18,685.50

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

A motion was made by Mr. Edwards, seconded by Mr. Higginbotham, that the Delinquent Taxes for deceased individuals be written off, in the total of \$308.80.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes

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Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

A motion was made by Mr. Edwards, seconded by Mr. Higginbotham, that the Delinquent Personal Property Taxes under \$20.00 be written off, in the amount of \$8.32.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

A motion was made by Mr. Edwards, seconded by Mr. Ferguson, that the 2009 Delinquent Taxes be written off, due to statute of limitations, regarding personal property taxes in the amount of \$3,367.24.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

A motion was made by Mr. Edwards, seconded by Mr. Higginbotham, that the delinquent real estate taxes that are uncollectable in the amount of \$798.45 be written off.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

b) Consideration of Regional Investigation Squad Resolution

Mr. Coggsdale presented Council with the Regional Investigation Squad Resolution for their consideration.

A motion was made by Mrs. Dalton, seconded by Mr. George, to adopt the Regional Investigation Squad Resolution.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

RESOLUTION

WHEREAS, for a number of years the cities, counties and towns in Central Virginia and their law enforcement agencies have participated in mutual aid agreements; and,

WHEREAS, these mutual aid agreements have (a) helped promote regional cooperation among law enforcement agencies (b) helped participating jurisdictions provide law enforcement services and (c) helped enhance the overall quality of law enforcement services in Central Virginia; and,

WHEREAS, on July 17, 1974, the Town of Altavista to enter into a mutual aid agreement with Amherst County, Appomattox County, Bedford County, Campbell County, the City of Bedford, the City of Lynchburg, the Town of Amherst, the Town of Appomattox, and the Town of Brookneal, for the establishment of a Regional Investigation Squad to assist the participating localities in investigating major criminal offenses in the Central Virginia area; and,

WHEREAS, the Regional Investigation Squad mutual aid agreement needs to be updated to reflect amendments to the Virginia Code, to reflect the City of Bedford's reversion to a Town, to allow Nelson County, Pittsylvania County, the Town of Bedford, and the Virginia Department of State Police to participate in the Regional Investigation Squad mutual aid agreement, and to reflect the fact that law enforcement services in the Town of Appomattox are provided by the Appomattox County Sheriff's Department; and,

NOW, THEREFORE, BE IT RESOLVED that the Altavista Town Council hereby authorizes the Town to enter into a written mutual aid agreement for the establishment of a Regional Investigation Squad with Amherst County, Appomattox County, Bedford County, Campbell County, Nelson County, Pittsylvania County, the City of Lynchburg, the Town of Amherst, the Town of Bedford, the Town of Brookneal, the Virginia Department of State Police, and their respective law enforcement agencies, and hereby authorizes the Town Manager and the Chief of Police to execute the Regional Investigation Squad mutual aid agreement on behalf of the Town of Altavista.

Adopted: _____

Certified: _____
Clerk of Council

10. Unfinished Business

Mr. Coggsdale presented Council with a letter for consideration to Mr. Ralph English as requested by Council at last month's meeting.

It was the consensus of Council to mail this letter to Mr. English.

September 9, 2014

Mr. Ralph English
205 River Oaks Drive
Altavista, VA 24517

Dear Ralph;

On behalf of the Altavista Town Council, the town staff and our citizens, I would like to thank you for your recent donation of the memorial statue that will be placed at the War Memorial. Your involvement with the local

Regular Council Meeting—September 9, 2014

veteran groups spearheaded the efforts to refurbish the War Memorial and these actions show as a testimony to our community's commitment to honor those that have served and given the ultimate sacrifice.

Your family, now and in the past, have been tremendous supporters of the efforts of the Town, always providing insight and resources to help create a community in which we can all take great pride. Your contributions continue to show others the benefit that one can make in their community by caring and being involved.

Thank you again for your commitment to this wonderful place, we all call "home"!

Sincerely,

Mike Mattox, Mayor
Altavista Town Council

11. Manager's Report

- a) Town Council Calendars (September/October)
- b) Other Items as Necessary

12. Matters from Town Council

13. Closed Session

Mayor Mattox asked if there was anything else to bring before Council.

The meeting was continued to Monday, September 15 at 4:00 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk

Continued Council Meeting September 15, 2014

The continued meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on September 15, 2014 at 4:00 p.m.

Council members

present: Mr. Mike Mattox
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Bill Ferguson
Mr. Timothy George
Mr. Jay Higginbotham

Council members

absent: Mr. Tracy Emerson

Also present: Mr. J. Waverly Coggsdale, III, Town Manager
Mr. David Garrett, Public Works/Utilities Director
Mrs. Mary Hall, Administration

Mayor Mattox called the continued meeting to order and presided.

WWTP Emergency Overflow Pond PCB Remediation

Mayor Mattox advised of a letter received from the Department of Environmental Quality (DEQ) inquiring of Council's desire to remain in the voluntary remediation program (VRP). The letter is requesting written correspondence with an update of acceptable VRP activities and an expected date of the next submittal demonstrating completion of this remedial project.

Mr. George asked what DEQ expects the Town to do.

Mr. Higginbotham advised they are expecting the Town to show progress.

Mr. George asked if DEQ has a proposal.

Mr. Higginbotham stated the DEQ wants the Town to "dig and haul" and won't contribute any money.

Mayor Mattox asked if Council was interested in "dig and haul". No one was interested.

Mr. Higginbotham advised of a meeting he attended, Mr. Durwood Willis, DEQ, commented the only way he would be satisfied was to "dig and haul".

Mrs. Dalton felt the question can't be specified. She felt the DEQ wants progress because that's the purpose of the VRP. She noted for them to request a progress report six months after Council suggested to them in a previous schedule that they would be contacting them isn't farfetched.

Mr. George asked what the advantage is to being in the VRP.

Mayor Mattox stated by being in the VRP the town is able to control their clean up; the DEQ suggests "dig and haul". If the PCBs are cleaned up to 50 parts per one million, the town earns a letter of closure; with this Altavista can no longer be held accountable for PCBs in the river.

Mr. Higginbotham stated Council met with Mr. Steve Rock, of the EPA who said we don't want you to "dig and haul". The EPA funds DEQ. They said they would prefer the PCBs be treated on site. Mr. Higginbotham noted in a letter received from DEQ, the Town doesn't have to do anything but from a public safety standpoint Council wanted to look for economical methods that could help resolve the PCB problem. He noted DEQ is not aware of Dr. Sowers and his

report and Dr. Lou Licht and his reports. Mr. Higginbotham suggested these two do summary letters as well as the Town and submit to DEQ.

Mrs. Dalton suggested that Council honor the request of DEQ advising of the parties that have had a hand in the remediation process.

Mr. Edwards agreed and felt more importantly, the representative of DEQ, Mr. Mead Anderson stated they had no further authority beyond the VRP. Mr. Steve Rock was at the same meeting and stated they had larger fish to fry and they liked what the Town was doing. He felt Mr. Rock would tell Council to continue on the road they are traveling because PCBs are a worldwide problem and a better solution is needed. He stated "dig and haul" and Ex-situ thermal desorption are not appropriate and would be costly to Altavista taxpayers. Mr. Edwards stated he has spent a lot of time reviewing alternatives and felt the folks at Gay and Neel has 5% of the knowledge of the people they have been dealing with regards to PCB remediation. The plan is that microbes will destroy the PCBs.

Mr. Ferguson was in agreement that a letter should be sent to DEQ explaining what the Town has done thus far.

Mr. Higginbotham offered to help formulate a draft letter to DEQ.

Mr. Coggsdale stated from the conversation Council does want to stay in the VRP.

Council agreed they wanted to stay in the VRP.

Mr. Coggsdale mentioned the letter from the EPA is requesting a response within 30 days with an update of the acceptable VRP activities.

Mrs. Dalton advised the letter should include what has been done thus far and allow the EPA to advise if these are acceptable activities; Dr. Licht and Dr. Sowers should be contacted and asked to defend their projects along with others who have worked on this project. Mrs. Dalton stated it would likely take money to compensate Dr. Licht and Dr. Sowers to defend their work.

Mr. Higginbotham felt the letter should also advise in 18 to 24 months Council will be able to update the DEQ further. He also suggested advising of the proposed Dr. Larry Robinson grant that the Town is taking part in and should be hearing from in early fall or spring.

Mrs. Dalton noted in the letter they specifically ask for the expected date of the next submittal demonstrating completion of this remedial project.

Mr. Coggsdale stated it is important to know how the letter should be answered.

Mrs. Dalton asked if it would be helpful if the letter was set up with a timeline to include visits from the Dr. Licht, Dr. Sowers and others that have been there. She also suggested listing in the timeline committee meetings where PCBs were on the agenda which shows due diligence, good faith effort and how much time Council has spent on this matter; including the workshop at the Train Station.

Mr. Higginbotham suggested including the fact that red mulberry bushes are being planted as well which destroy PCBs.

Mrs. Dalton stated the mulberry bushes might be included in the "what's next" portion of the letter. At the end of the letter, we want them to know what has been done, that nothing has been missed and that the DEQ understands Council's intent.

Mr. Higginbotham asked if Dr. Licht would be hired and referred to Dr. Sowers and the Sedmites and asked if he should be contacted for an estimate of what Phase 2 would cost.

Mrs. Dalton stated she would hate to “throw him away”, Council seems to be heading towards phyto because that seems to be the most natural way of removing the PCBs but doesn’t want to separate from Dr. Sowers and his possibilities.

Mr. Coggsdale stated he would look back and work on what Council said they would do during that timeframe, recap what has been done, and attach the printed results.

Mrs. Dalton asked if Dr. Licht and Dr. Sowers should craft those responses. She felt Council could expend some money to cover the cost. She stated this letter needs to be straight forward and it will either be acceptable or not. She felt in the long run these PCBs are the exception to the rule for a lot of reasons because they are of no harm to anyone and haven’t been for 30 years, they are stable and aren’t going anywhere anytime soon and this is an opportunity to scientifically research the solution for the future.

Mr. Edwards felt the point should be made that Council does not have the alternative to go back to the industry from which is believed the PCBs came; these costs are on the taxpayers’ back.

Mr. George questioned comments in one of the letters where DEQ says they don’t approve of what’s being done and don’t understand it. They don’t like the roots penetrating the clay liner.

Mr. Higginbotham acknowledged this comment and felt Mr. Coggsdale should address these comments in his letter.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to appropriate up to \$5,000 towards Dr. Sowers and Dr. Licht asking them to draft letters to be sent to the Department of Environmental Quality.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Gay and Neel, Inc

Mr. Coggsdale presented Council members with a proposal for Professional Services from Gay and Neel, Inc.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to engage Gay and Neel’s professional services in an amount of \$3,420.

Mr. Higginbotham stated Council is looking at hiring a civil engineering group to turn around and hire an environmental firm to critique Dr. Sowers, Dr. Licht, Larry Robertson and Gary Booth. He didn’t feel this was right.

Mayor Mattox stated this was an opportunity to investigate other sources for remediation.

Mr. Higginbotham referred to Mirimichi Green’s report of April 2013 that summarizes the best available technology. He noted since 2007, Council has been fighting “dig and haul”. The microbes are out there and are working. He felt

Council was working with the best experts in the country and yet hiring a local civil engineering firm.

Mayor Mattox felt Gay and Neel, Inc., could validate what has been done thus far and give a valid argument for the DEQ.

Mr. Higginbotham asked how Council could afford to pay somebody to analyze Dr. Sowers and Dr. Licht.

Mayor Mattox responded Council is paying \$5,000 for letters and asking for \$3,420 for an evaluation.

Mr. Higginbotham felt this evaluation was premature.

Mayor Mattox disagreed because the DEQ is requesting validation, requesting information and alternatives.

Mr. Edwards noted it is important for the information to be correct and asked why someone would be hired that refers to items that were never part of the plan.

Mayor Mattox asked staff, Mr. Bond and Mr. Garrett, what was their recommendation.

Mr. Bond stated he was completely uncomfortable making a recommendation.

Mr. Coggsdale stated the town needs an expert, someone that's looking out for the town's best interest; someone that can assess any and all information and if this is not the group, he asked that the group be found.

Mayor Mattox asked Mr. Coggsdale if he was comfortable with this group.

Mr. Coggsdale answered affirmatively. He stated Mr. Higginbotham had some valid points and \$3,400 does not seem like a lot. He is trying to provide Council with expertise to help them down the path.

Mr. George asked if there was a ball park figure of how much has been spent thus far.

Mr. Coggsdale responded at least \$100,000 over 12 years.

Mr. George stated he didn't see spending \$3,400 being out of the rim of things if it brought more knowledge about PCBs.

Mr. Higginbotham stated he was a Civil Engineer and this is not civil engineering work it is environmental work and Gay and Neel is the wrong firm to analyze this.

Mr. Edwards stated he paid the Town of Altavista approximately \$40,000 in taxes in 2013 and was embarrassed that Council would be contracting with this firm.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	No
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	No

Mayor Mattox asked if there was anything else to come before Council.

The meeting was adjourned at 4:56 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk

ALL CHECKS REGISTER
TOWN OF ALTAVISTA

ACCOUNTING PERIOD 03/2015
FROM: 09/01/2014 TO: 09/30/2014

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
32622	461	KATHI BOGERT	09/05/2014	862.68
32623	418	BSW INC	09/05/2014	842.50
32624	19	CARTER MACHINERY CO INC	09/05/2014	639.70
32625	580	CHC OF VIRGINIA INC	09/05/2014	36,711.79
32626	28	COLUMBIA GAS	09/05/2014	225.57
32627	619	DAVIS-FROST INC	09/05/2014	566.55
32628	569	DIAMOND PAPER CO INC	09/05/2014	436.97
32629	512	ELECSYS INTNL CORPORATION	09/05/2014	417.00
32630	20	J JOHNSON ELLER JR	09/05/2014	1,887.75
32631	301	ENGLISH'S LLC	09/05/2014	613.88
32632	71	FAIRPOINT COMMUNICATIONS	09/05/2014	410.35
32633	324	FISHER AUTO PARTS	09/05/2014	69.95
32634	9999998	Huguley, Danele	09/05/2014	150.00
32635	566	INTEGRATED TECHNOLOGY GROUP IN	09/05/2014	2,125.85
32636	533	LYNN KIRBY	09/05/2014	195.00
32637	300	NAPA AUTO PARTS	09/05/2014	625.03
32638	458	SAM'S ON THE MARKET INC	09/05/2014	225.00
32639	184	SHERWIN WILLIAMS CO	09/05/2014	49.90
32640	80	SOUTHSIDE ELECTRIC COOP	09/05/2014	888.37
32641	484	TOWN GUN SHOP INC	09/05/2014	1,178.00
32642	92	UNIFIRST CORP	09/05/2014	1,116.88
32643	103	BEACON CREDIT UNION	09/11/2014	670.00
32644	461	KATHI BOGERT	09/11/2014	650.00
32645	9999997	BROOKS, DARIUS & PHYLLIS	09/11/2014	29.44
32646	9999997	BUTTERS, LIAM	09/11/2014	71.28
32647	583	CAMPBELL COUNTY PUBLIC LIBRARY	09/11/2014	902.86
32648	145	CHANDLER CONCRETE CO INC	09/11/2014	946.80
32649	164	DMV	09/11/2014	440.00
32650	36	DOMINION VIRGINIA POWER	09/11/2014	39,938.37
32651	544	ECOLOTREE	09/11/2014	5,360.00
32652	118	FERGUSON ENTERPRISES INC #75	09/11/2014	2,157.93
32653	41	FISHER SCIENTIFIC	09/11/2014	384.06
32654	119	FOSTER ELECTRIC CO INC	09/11/2014	844.45
32655	43	FOSTER FUELS INC	09/11/2014	24,617.19
32656	50	GRETNA TIRE INC	09/11/2014	669.18
32657	52	HACH COMPANY	09/11/2014	1,584.97
32658	9999997	HOWELL, JENNIFER	09/11/2014	12.77
32659	9999997	HUNT, JOSH	09/11/2014	54.25
32660	57	ICMA RETIREMENT TRUST-457 #304	09/11/2014	657.00
32661	9999997	LOVELACE, VICTORIA D.	09/11/2014	VOID
32662	9999997	MOON JR. , CARL WASHINGTON	09/11/2014	66.63
32663	454	O'REILLY AUTOMOTIVE INC	09/11/2014	614.89
32664	67	ORKIN PEST CONTROL LLC	09/11/2014	243.76
32665	1	SHANELL TUCKER	09/11/2014	25.00
32666	9999998	Trinity Lighthouse	09/11/2014	150.00
32667	35	TREASURER OF VA/VITA	09/11/2014	136.75
32668	452	VML INSURANCE PROGRAMS	09/11/2014	25,630.75
32669	110	VUPS INC	09/11/2014	137.55
32670	116	XEROX CORP	09/11/2014	208.82
32671	84	ALTAVISTA JOURNAL	09/19/2014	271.68
32672	294	BUSINESS CARD	09/19/2014	8,370.08

32673	32	CONTROL EQUIPMENT CO INC	09/19/2014	19,007.00
32674	1	DAN WITT	09/19/2014	44.78
32675	9999997	DANIEL, RICKEY E	09/19/2014	38.00
32676	283	ECK SUPPLY CO	09/19/2014	205.00
32677	111	GRAINGER INC	09/19/2014	1,944.75
32678	1	HAROLD JARVIS	09/19/2014	100.00
32679	337	HIGHVIEW MOTORS INC	09/19/2014	24,528.00
32680	146	MICHAEL HUNT	09/19/2014	200.00
32681	58	INSTRUMENTATION SERVICES INC	09/19/2014	708.00
32682	9999997	JENNINGS, JO ANN D	09/19/2014	30.92
32683	1	MIRANDA GUTHRIE	09/19/2014	25.00
32684	9999998	MOORE'S ELECTRICAL & MECH.	09/19/2014	150.00
32685	423	NTELOS	09/19/2014	702.34
32686	1	PHILLIP JACOBS	09/19/2014	100.00
32687	72	PHYSICIANS TREATMENT CENTER	09/19/2014	495.00
32688	588	PITNEY BOWES GLOBAL FINANCIAL	09/19/2014	50.00
32689	186	THE NEWS & ADVANCE	09/19/2014	490.00
32690	124	TREASURER OF VA	09/19/2014	2,209.55
32691	271	VIRGINIA CAROLINA PAVING & GRA	09/19/2014	20,067.17
32692	128	ADAMS CONSTRUCTION CO	09/26/2014	1,046.63
32693	9	AFLAC	09/26/2014	1,993.30
32694	126	ALTAVISTA VOLUNTEER FIRE CO IN	09/26/2014	9,325.00
32695	103	BEACON CREDIT UNION	09/26/2014	670.00
32696	12	BRENNTAG MID-SOUTH INC	09/26/2014	1,978.98
32697	427	CENTURYLINK	09/26/2014	2,256.60
32698	574	CHRISTOPHER MICALÉ, TRUSTEE	09/26/2014	125.00
32699	522	DEPT OF GENERAL SERVICES	09/26/2014	1,268.00
32700	9999997	EPPERSON, TAMMY W.	09/26/2014	32.22
32701	52	HACH COMPANY	09/26/2014	4,754.91
32702	146	MICHAEL HUNT	09/26/2014	60.00
32703	57	ICMA RETIREMENT TRUST-457 #304	09/26/2014	657.00
32704	386	IDS SECURITY	09/26/2014	57.00
32705	566	INTEGRATED TECHNOLOGY GROUP IN	09/26/2014	4,797.45
32706	149	MAKCO INC	09/26/2014	2,600.00
32707	212	MOORES ELECTRICAL & MECHANICAL	09/26/2014	113.09
32708	121	MULTI BUSINESS FORMS INC	09/26/2014	722.98
32709	9999998	NEW BEGINNINGS BAPTIST CHURCH	09/26/2014	150.00
32710	469	CHAD NICHOLS	09/26/2014	225.00
32711	184	SHERWIN WILLIAMS CO	09/26/2014	318.40
32712	9999997	STONE, CARMEL L	09/26/2014	108.53
32713	93	UNITED STATES POST OFFICE	09/26/2014	438.91
32714	601	VACORP	09/26/2014	38.11
32715	542	WILLOUGHBY & ASSOCIATES INC	09/26/2014	350.00
32716	1	SHERATON ROANOKE HOTEL & CONF	09/29/2014	403.41

NO. OF CHECKS: 95

TOTAL CHECKS

271,747.91

Town of Altavista
FY 2015 Revenue Report
25% of Year Lapsed

General Fund Revenue	FY 2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 MTD	MTD % of Budget	FY 2015 YTD	YTD % of Budget	YTD Projections
Property Taxes - Real Property	369,000	369,000	2,360	1	5,754	2	369,000
Public Service - Real & Personal	86,600	86,600	0	0	0	0	86,600
Personal Property	195,000	195,000	292	0	1,973	1	195,000
Personal Property - PPTRA	100,000	100,000	0	0	6,088	6	100,000
Machinery & Tools	1,518,000	1,518,000	0	0	0	0	1,518,000
Mobile Homes - Current	500	500	0	0	4	1	500
Penalties - All Taxes	5,500	5,500	296	5	876	16	5,500
Interest - All Taxes	3,000	3,000	252	8	906	30	3,000
Local Sales & Use Taxes	135,000	135,000	10,777	8	36,356	27	135,000
Local Electric and Gas Taxes	110,000	110,000	9,283	8	34,915	32	110,000
Local Motor Vehicle License Tax	43,000	43,000	352	1	1,743	4	43,000
Local Bank Stock Taxes	160,000	160,000	0	0	0	0	160,000
Local Hotel & Motel Taxes	80,000	80,000	8,753	11	23,309	29	80,000
Local Meal Taxes	660,000	660,000	58,454	9	184,458	28	660,000
Audit Revenue	3,500	3,500	0	0	0	0	3,500
Container Rental Fees	900	900	0	0	0	0	900
Communications Tax	40,000	40,000	3,397	8	10,286	26	40,000
Transit Passenger Revenue	5,000	5,000	40	1	50	1	5,000
Business License Fees/Contractors	7,000	7,000	0	0	42	1	7,000
Business License Fees/Retail Services	110,000	110,000	212	0	7,156	7	110,000
Business License Fees/Financial/RE/Prof.	8,500	8,500	0	0	1,094	13	8,500
Business License Fees/Repairs & Person Svcs	16,500	16,500	0	0	166	1	16,500
Business License Fees/Wholesale Businesses	1,800	1,800	0	0	0	0	1,800
Business License Fees/Utilities	8,000	8,000	0	0	0	0	8,000

Town of Altavista
FY 2015 Revenue Report
25% of Year Lapsed

General Fund Revenue (Continued)	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Business License Fees/Hotels	1,300	1,300	0	0	0	0	1,300
Permits - Sign	1,000	1,000	100	10	280	28	1,000
Fines & Forfeitures - Court	20,000	20,000	0	0	1,147	6	20,000
Parking Fines	200	200	30	15	60	30	200
Interest and Interest Income	58,000	58,000	2,233	4	5,074	9	58,000
Rents - Rental of General Property	1,000	1,000	125	13	275	28	1,000
Rents - Pavilion Rentals	3,000	3,000	200	7	675	23	3,000
Rents - Booker Building Rentals	4,000	4,000	1,050	26	2,375	59	4,000
Rents - Rental of Real Property	60,000	60,000	4,971	8	13,412	22	60,000
Property Maintenance Enforcement	1,300	1,300	0	0	0	0	1,300
Railroad Rolling Stock Taxes	19,000	19,000	18,134	95	18,137	95	19,000
State DCJS Grant	80,000	80,000	20,037	25	20,037	25	80,000
State Rental Taxes	500	500	122	24	374	75	500
State/Misc. Grants (Fire Grant)	9,100	9,100	9,325	102	10,686	117	9,100
State/VDOT Contract Services	3,000	3,000	0	0	0	0	3,000
VDOT Police Grant for Overtime	0	0	0	0	0	0	0
State Transit Revenue	15,500	15,500	0	0	19,148	124	15,500
Campbell County Grants	57,100	57,100	0	0	57,100	100	57,100
Litter Grant	2,000	2,000	0	0	0	0	2,000
Fuel - Fire Dept. (Paid by CC)	4,100	4,100	0	0	2,833	69	4,100
VDOT TEA 21 Grant	0	0	0	0	0	0	0
VDOT LAP Funding	0	0	0	0	0	0	0
Federal Transit Revenue	70,500	70,500	0	0	19,834	28	70,500
Federal/Byrne Justice Grant	4,000	4,000	0	0	0	0	4,000
Federal/Bullet Proof Vest Partnership Grant	0	0	0	0	0	0	0
Misc. - Sale of Supplies & Materials	10,000	10,000	0	0	0	0	10,000
Misc. - Cash Discounts	200	200	25	13	57	29	200

Town of Altavista
FY 2015 Revenue Report
25% of Year Lapsed

General Fund Revenue (Continued)	FY 2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 MTD	MTD % of Budget	FY 2015 YTD	YTD % of Budget	YTD Projections
Miscellaneous	13,000	13,000	294	2	7,716	59	13,000
Reimbursement of Insurance Claim	0	0	0	0	0	0	0
Misc. - State Forfeiture Fund	0	0	0	0	445	0	0
Misc. - Federal Forfeiture Fund	0	0	0	0	0	0	0
Transfer In from General Fund (C.I.P.)	0	0	0	0	0	0	0
Transfer In from CIF	0	0	0	0	0	0	0
Transfer In from General Fund Design. Reserves	0	0	0	0	0	0	0
	<u>4,104,600</u>	<u>4,104,600</u>	<u>151,115</u>	<u>3.68</u>	<u>494,840</u>	<u>12.06</u>	<u>4,104,600</u>

Town of Altavista
Fund Expenditure Totals
FY 2015
25% of Year Lapsed

	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
ALL FUNDS TOTAL							
Operations	5,702,350	5,702,350	402,108	7	1,269,466	22	5,702,350
Debt Service	0	0	0	0	0	0	0
CIP	750,000	750,000	49,626	7	65,229	9	750,000
Transfer Out to General Fund Reserve	588,500	588,500	0	0	0	0	588,500
Transfer Out to General Fund Reserve (Fire Dept.)	65,000	65,000	0	0	0	0	65,000
Transfer Out to Cemetery Reserve	25,000	25,000	0	0	0	0	25,000
Transfer Out to Enterprise Fund Reserve	<u>264,550</u>	<u>264,550</u>	<u>0</u>	0	<u>0</u>	0	<u>264,550</u>
ALL FUNDS - GRAND TOTAL:	<u><u>7,395,400</u></u>	<u><u>7,395,400</u></u>	<u><u>451,734</u></u>	<u><u>6</u></u>	<u><u>1,334,695</u></u>	<u><u>18</u></u>	<u><u>7,395,400</u></u>

Town of Altavista
Fund Expenditure Totals
FY 2015
25% of Year Lapsed

	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
GENERAL FUND (FUND 10)							
Council / Planning Commission							
Operations	34,030	34,030	2,153	6	6,545	19	34,030
Debt Service	0	0	0	0	0	0	0
CIP	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>
Administration - TOTAL:	<u>44,030</u>	<u>44,030</u>	<u>2,153</u>	<u>5</u>	<u>6,545</u>	<u>15</u>	<u>44,030</u>
Administration							
Operations	755,340	755,340	63,483	8	225,257	30	755,340
Debt Service	0	0	0	0	0	0	0
CIP	<u>35,000</u>	<u>35,000</u>	<u>3,974</u>	<u>11</u>	<u>3,974</u>	<u>11</u>	<u>35,000</u>
Administration - TOTAL:	<u>790,340</u>	<u>790,340</u>	<u>67,457</u>	<u>9</u>	<u>229,231</u>	<u>29</u>	<u>790,340</u>
Non-Departmental							
Operations	989,980	989,980	25,575	3	104,761	11	989,980
Transfer Out to Cemetery Fund	-28,580	-28,580	0	0	0	0	-28,580
Transfer Out to Enterprise Fund	0	0	0	0	0	0	0
Transfer Out to General Fund Reserve	-588,500	-588,500	0	0	0		-588,500
Transfer Out to Gen. Fund Reserve (Fire Dept.)	<u>-65,000</u>	<u>-65,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-65,000</u>
Operations w/o Transfers Out	<u>307,900</u>	<u>307,900</u>	<u>25,575</u>	<u>8</u>	<u>104,761</u>	<u>34</u>	<u>307,900</u>
Debt Service	0	0	0	0	0	0	0
CIP	<u>59,000</u>	<u>59,000</u>	<u>9,683</u>	<u>16</u>	<u>11,491</u>	<u>19</u>	<u>59,000</u>
Non-Departmental - TOTAL:	<u>366,900</u>	<u>366,900</u>	<u>35,258</u>	<u>10</u>	<u>116,252</u>	<u>32</u>	<u>366,900</u>
Public Safety							
Operations	909,900	909,900	55,197	6	188,220	21	909,900
Debt Service	0	0	0	0	0	0	0
CIP	<u>32,000</u>	<u>32,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>32,000</u>
Public Safety - TOTAL:	<u>941,900</u>	<u>941,900</u>	<u>55,197</u>	<u>6</u>	<u>188,220</u>	<u>20</u>	<u>941,900</u>

Town of Altavista
Fund Expenditure Totals
FY 2015
25% of Year Lapsed

	FY 2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 MTD	MTD % of Budget	FY 2015 YTD	YTD % of Budget	YTD Projections
GENERAL FUND (FUND 10)							
Public Works							
Operations	943,950	943,950	54,745	6	168,297	18	943,950
Debt Service	0	0	0	0	0	0	0
CIP	<u>48,500</u>	<u>48,500</u>	<u>24,900</u>	<u>51</u>	<u>24,900</u>	<u>51</u>	<u>48,500</u>
Public Works - TOTAL:	<u>992,450</u>	<u>992,450</u>	<u>79,644</u>	<u>8</u>	<u>193,197</u>	<u>19</u>	<u>992,450</u>
Economic Development							
Operations	162,850	162,850	96	0	1,052	1	162,850
CIP	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Economic Development - TOTAL:	<u>162,850</u>	<u>162,850</u>	<u>96</u>	<u>0</u>	<u>1,052</u>	<u>1</u>	<u>162,850</u>
Transit System							
Operations	96,050	96,050	6,709	7	20,250	21	96,050
Debt Service	0	0	0	0	0	0	0
CIP	<u>28,000</u>	<u>28,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>28,000</u>
Transit System - TOTAL:	<u>124,050</u>	<u>124,050</u>	<u>6,709</u>	<u>5</u>	<u>20,250</u>	<u>16</u>	<u>124,050</u>
GENERAL FUND TOTALS							
Operations	3,210,020	3,210,020	207,958	6	714,381	22	3,210,020
Debt Service	0	0	0	0	0	0	0
CIP	<u>212,500</u>	<u>212,500</u>	<u>38,557</u>	<u>18</u>	<u>40,365</u>	<u>19</u>	<u>212,500</u>
GENERAL FUND - GRAND TOTAL:	<u>3,422,520</u>	<u>3,422,520</u>	<u>246,514</u>	<u>7</u>	<u>754,746</u>	<u>22</u>	<u>3,422,520</u>

Town of Altavista
Council / Planning Commission
FY 2015 Expenditure Report
25% of year Lapsed

<u>COUNCIL / PLANNING COMMISSION - FUND 10</u>	<u>FY 2015 Adopted Budget</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2015 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	21,000	21,000	1,749	8	5,248	25	21,000
Other Employee Benefits			0	0	0	0	
Services	8,000	8,000	0	0	0	0	8,000
Other Charges	5,030	5,030	403	8	1,296	26	5,030
Materials & Supplies	0	0	0	0	0	0	0
Capital Outlay	10,000	10,000	0	0	0	0	10,000
Total Expenditures	44,030	44,030	2,153	5	6,545	15	44,030

Town of Altavista
Administration
FY 2015 Expenditure Report
25% of year Lapsed

<u>ADMINISTRATION - FUND 10</u>	FY 2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 MTD	MTD % of Budget	FY 2015 YTD	YTD % of Budget	YTD Projections
Wages & Benefits	397,400	397,400	32,975	8	103,923	26	397,400
Other Employee Benefits	18,800	18,800	0	0	1,510	8	18,800
Services	175,340	175,340	5,287	3	59,166	34	175,340
Other Charges	135,700	135,700	21,021	15	54,428	40	135,700
Materials & Supplies	28,100	28,100	4,200	15	6,230	22	28,100
Capital Outlay	35,000	35,000	3,974	11	3,974	11	35,000
Total Expenditures	790,340	790,340	67,457	9	229,231	29	790,340

Town of Altavista
Non-Departmental
FY 2015 Expenditure Report
25% of Year Lapsed

	FY 2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 MTD	MTD % of Budget	FY 2015 YTD	YTD % of Budget	YTD Projections
<u>NON-DEPARTMENTAL - FUND 10</u>							
CONTRIBUTIONS - OTHER CHARGES							
Other Charges - Misc.	48,600	48,600	0	0	7,500	15	48,600
<i>Campbell County Treasurer</i>			0	0	0	0	0
<i>USDA Assistance</i>	0	0	0	0	0	0	0
<i>NABF Youth Baseball Tournament</i>	0	0	0	0	0	0	0
<i>Property Maintenance Enforcement</i>	5,000	5,000	0	0	0	0	5,000
<i>Business Development Center</i>	2,500	2,500	0	0	2,500	100	2,500
<i>Altavista Chamber of Commerce</i>	20,000	20,000	0	0	5,000	25	20,000
<i>Dumpster Reimbursement</i>	600	600	0	0	0	0	600
<i>Uncle Billy's Day Funding</i>	20,000	20,000	0	0	0	0	20,000
<i>Christmas Parade Liability Insurance</i>	500	500	0	0	0	0	500
Contribution - Altavista EMS	10,000	10,000	0	0	0	0	10,000
Contribution - Senior Center	1,000	1,000	0	0	25,000	2,500	1,000
Economic Development Incentives	52,000	52,000	0	0	0	0	52,000
Contribution - YMCA Recreation Program	100,000	100,000	0	0	0	0	100,000
Contribution - Altavista Fire Co.	10,000	10,000	9,325	93	10,686	107	10,000
Contribution - Avoca	16,900	16,900	0	0	4,225	25	16,900
Contribution - Altavista On Track (MS)	35,000	35,000	0	0	8,750	25	35,000
CONTRIBUTIONS - OTHER CHARGES - TOTAL	273,500	273,500	9,325	3	56,161	21	273,500
NON-DEPARTMENTAL - Non-Departmental							
Fuel - Fire Company	5,000	5,000	0	0	0	0	5,000
NON-DEPARTMENT - ND - TOTAL	5,000	5,000	0	0	0	0	5,000
NON-DEPARTMENTAL - SUBTOTAL	278,500	278,500	9,325	3	56,161	20	278,500
TRANSFER OUT							
Transfer Out - Cemetery Fund	28,580	28,580	0	0	25,000	87	28,580
Transfer Out - Enterprise Fund	0	0	0	0	0	0	0

Town of Altavista
Non-Departmental
FY 2015 Expenditure Report
25% of Year Lapsed

	FY 2014 Adopted Budget	FY 2014 Amended Budget	FY 2014 MTD	MTD % of Budget	FY 2014 YTD	YTD % of Budget	YTD Projections
<u>NON-DEPARTMENTAL - FUND 10</u>							
Transfer Out - Library Fund	0	0	0	0	0	0	0
Transfer Out - General Fund Reserve	588,500	588,500	0	0	0	0	588,500
Transfer Out - CIF	0	0	0	0	0	0	0
Transfer Out - General Fund Reserve (Fire Dept.)	65,000	65,000	16,250	25	16,250	25	65,000
TRANSFER OUT - TOTAL	682,080	682,080	16,250	2	41,250	6	682,080
DEBT SERVICE							
Debt Service - Principal	0	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0	0
DEBT SERVICE - TOTAL	0	0	0	0	0	0	0
MATERIALS & SUPPLIES - Non. Dept.							
Avoca Materials & Supplies	29,400	29,400	0	0	7,350	25	29,400
MATERIALS & SUPPLIES - TOTAL	29,400	29,400	0	0	7,350	25	29,400
NON-DEPARTMENTAL TOTAL - EXCLUDING CAPITAL	989,980	989,980	25,575	3	104,761	11	989,980
CAPITAL OUTLAY - Non-Departmental							
Capital Outlay - New	0	0	0	0	0	0	0
Replacement Improvements (T-21 / Streetscape)	0	0	3,325	0	5,133	0	0
Replacement Other than Buildings (Avoca)	59,000	59,000	0	0	0	0	59,000
Replacement Other than Buildings (VDOT LAP)	0	0	6,358	0	6,358	0	0
CAPITAL OUTLAY -TOTAL	59,000	59,000	9,683	16	11,491	19	59,000
NON-DEPARTMENTAL TOTAL - INCLUDING CAPITAL	1,048,980	1,048,980	35,258	3	116,252	11	1,048,980
NON-DEPARTMENTAL TOTAL - EXCLUDING TRANSFERS OUT	366,900	366,900	19,008	5	75,002	20	366,900

Town of Altavista
Public Safety
FY 2015 Expenditure Report
25% of Year Lapsed

<u>PUBLIC SAFETY - FUND 10</u>	<u>FY 2015 Adopted Budget</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2015 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	783,100	783,100	51,029	7	170,621	22	783,100
Other Employee Benefits	0	0	0	0	0	0	0
Services	10,000	10,000	0	0	2,388	24	10,000
Other Charges	36,200	36,200	877	2	11,129	31	36,200
Materials & Supplies	80,600	80,600	3,291	4	4,081	5	80,600
Capital Outlay	32,000	32,000	0	0	0	0	32,000
Total Expenditures	941,900	941,900	55,197	6	188,220	20	941,900

Town of Altavista
Public Works
FY 2015 Expenditure Report
25% of Year Lapsed

PUBLIC WORKS - FUND 10	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Wages & Benefits	651,600	651,600	41,549	6	135,695	21	651,600
Other Employee Benefits	0	0	0	0	0	0	0
Services	9,250	9,250	521	6	683	7	9,250
Other Charges	25,600	25,600	1,466	6	3,407	13	25,600
Materials & Supplies	257,500	257,500	11,209	4	28,512	11	257,500
Debt Service	0	0	0	0	0	0	0
Capital Outlay	48,500	48,500	24,900	51	24,900	51	48,500
Total Expenditures	992,450	992,450	79,644	8	193,197	19	992,450

Town of Altavista
Economic Development
FY 2015 Expenditure Report
25% of Year Lapsed

<u>ECONOMIC DEVELOPMENT - FUND 10</u>	<u>FY 2015 Adopted Budget</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2015 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	79,400	79,400	0	0	0	0	79,400
Other Employee Benefits	0	0	0	0	0	0	0
Services	47,700	47,700	0	0	395	1	47,700
Other Charges	30,250	30,250	44	0	605	2	30,250
Materials & Supplies	5,500	5,500	52	1	52	1	5,500
Capital Outlay	0	0	0	0	0	0	0
Total Expenditures	162,850	162,850	96	0	1,052	1	162,850

Town of Altavista
Transit System
FY 2015 Expenditure Repost
25% of Year Lapsed

<u>TRANSIT SYSTEM - FUND 10</u>	<u>FY 2015 Adopted Budget</u>	<u>FY 2015 Amended Budget</u>	<u>FY 2015 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2015 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	61,800	61,800	5,119	8	17,507	28	61,800
Services	5,950	5,950	243	4	243	4	5,950
Other Charges	4,150	4,150	560	13	1,178	28	4,150
Materials & Supplies	24,150	24,150	788	3	1,322	5	24,150
Capital Outlay	28,000	28,000	0	0	0	0	28,000
Total Expenditures	124,050	124,050	6,709	5	20,250	16	124,050

Town of Altavista
FY 2015 Revenue Report
25% of Year Lapsed

Enterprise Fund Revenue	FY 2015 Adopted Budget	FY 2015 Amended Budget	FY 2015 MTD	MTD % of Budget	FY 2015 YTD	YTD % of Budget	YTD Projections
Interest/Interest Income	3,500	3,500	332	9	504	14	3,500
Water Charges - Industrial	861,000	861,000	66,424	8	218,798	25	861,000
Water Charges - Business/Residential	239,600	239,600	64,477	27	79,585	33	239,600
Water Charges - Outside Community	130,200	130,200	17,777	14	28,522	22	130,200
Water Charges - Water Connection Fees	1,200	1,200	0	0	0	0	1,200
Sewer Charges - Industrial	1,130,900	1,130,900	99,059	9	312,919	28	1,130,900
Sewer Charges - Business/Residential	238,800	238,800	53,155	22	67,709	28	238,800
Sewer Charges - Outside Community	1,900	1,900	0	0	0	0	1,900
Sewer Charges - Sewer Connection Fees	2,000	2,000	0	0	0	0	2,000
Sewer Charges - Sewer Surcharges	40,000	40,000	4,564	11	22,126	55	40,000
Charges for Service - Water/Sewer Penalties	3,500	3,500	-10	0	1,028	29	3,500
Misc. Cash Discounts	200	200	0	0	5	3	200
Misc. Sale of Supplies & Materials	500	500	0	0	0	0	500
Miscellaneous	25,000	25,000	1,315	5	6,220	25	25,000
State Fluoride Grant	0	0	0	0	0	0	0
Transfer In from Fund 50 (CIP Designated Res)	0	0	0	0	0	0	0
Transfer In from Reserves (DEBT PAYOFF)	0	0	0	0	0	0	0
Transfer in From General Fund	0	0	0	0	0	0	0
ENTERPRISE FUND - REVENUE:	<u>2,678,300</u>	<u>2,678,300</u>	<u>307,093</u>	<u>11</u>	<u>737,417</u>	<u>28</u>	<u>2,678,300</u>

Town of Altavista
Fund Expenditure Totals
FY 2015
25% of Year Lapsed

	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
ENTERPRISE FUND (FUND 50)							
Water Department							
Operations	895,000	895,000	70,934	8	212,058	24	895,000
Debt Service	0	0	0	0	0	0	0
CIP	115,000	115,000	2,675	2	4,425	4	115,000
Transfer Out	<u>132,275</u>	<u>132,275</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>132,275</u>
Water Department - TOTAL:	<u>1,142,275</u>	<u>1,142,275</u>	<u>73,609</u>	<u>6</u>	<u>216,483</u>	<u>19</u>	<u>1,142,275</u>
Wastewater Department							
Operations	1,131,250	1,131,250	99,721	9	265,450	23	1,131,250
Debt Service	0	0	0	0	0	0	0
CIP	272,500	272,500	8,394	3	20,439	8	272,500
Transfer Out	<u>132,275</u>	<u>132,275</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>132,275</u>
Wastewater Department - TOTAL:	<u>1,536,025</u>	<u>1,536,025</u>	<u>108,116</u>	<u>7</u>	<u>285,889</u>	<u>19</u>	<u>1,536,025</u>
ENTERPRISE FUND TOTAL							
Operations	2,026,250	2,026,250	170,655	8	477,509	24	2,026,250
Debt Service	0	0	0	0	0	0	0
CIP	<u>387,500</u>	<u>387,500</u>	<u>11,069</u>	<u>3</u>	<u>24,864</u>	<u>6</u>	<u>387,500</u>
Transfer Out	<u>264,550</u>	<u>264,550</u>					<u>264,550</u>
ENTERPRISE FUND - GRAND TOTAL:	<u>2,678,300</u>	<u>2,678,300</u>	<u>181,724</u>	<u>7</u>	<u>502,373</u>	<u>19</u>	<u>2,678,300</u>

Town of Altavista
Water Department
FY 2015 Expenditure Report
25% of Year Lapsed

WATER DEPARTMENT - FUND 50	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Wages & Benefits	525,700	525,700	41,059	8	140,577	27	525,700
Other Employee Benefits	0	0	0	0	0	0	0
Services	43,450	43,450	9,447	22	13,962	32	43,450
Other Charges	161,850	161,850	13,140	8	31,660	20	161,850
Materials & Supplies	164,000	164,000	7,287	4	25,860	16	164,000
Debt Service	0	0	0	0	0	0	0
Capital Outlay	115,000	115,000	2,675	2	4,425	4	115,000
Transfer Out to Reserves	132,275	132,275					132,275
Total Expenditures	1,142,275	1,142,275	73,609	6	216,483	19	1,142,275

Town of Altavista
Wastewater Department
FY 2015 Expenditure Report
25% of Year Lapsed

WASTEWATER DEPARTMENT - FUND 50	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Wages & Benefits	645,500	645,500	49,295	8	165,865	26	645,500
Other Employee Benefits	0	0	0	0	0	0	0
Services	10,650	10,650	5,461	51	6,224	58	10,650
Other Charges	311,500	311,500	23,447	8	58,862	19	311,500
Materials & Supplies	163,600	163,600	21,518	13	34,500	21	163,600
Debt Service	0	0	0	0	0	0	0
Capital Outlay	272,500	272,500	8,394	3	20,439	8	272,500
Transfer Out	132,275	132,275					132,275
Total Expenditures	1,536,025	1,536,025	108,116	7	285,889	19	1,536,025

Town of Altavista
Fund Expenditure Totals
FY 2015
25% of Year Lapsed

State/Hwy Reimbursement Fund (Fund 20)	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Operations	435,000	435,000	21,592	5	70,243	16	435,000
CIP	<u>150,000</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,000</u>
State/Hwy Water Department - TOTAL:	<u>585,000</u>	<u>585,000</u>	<u>21,592</u>	<u>4</u>	<u>70,243</u>	<u>12</u>	<u>585,000</u>

Cemetery Fund - (Fund 90)	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Cemetery - Operations - Total:	31,080	31,080	1,903	6	7,333	24	31,080
Transfer Out - Cemetery Reserve	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Cemetery Fund - TOTAL:	<u>56,080</u>	<u>56,080</u>	<u>1,903</u>	<u>3</u>	<u>7,333</u>	<u>13</u>	<u>56,080</u>

Town of Altavista
FY 2015 State/Highway Fund
25% of Year Lapsed

State/Highway Reimbursement Fund - Fund 20	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
REVENUE							
Street & Highway Maintenance	585,000	585,000	154,768	26	154,768	26	585,000
Street & Highway Maintenance/Carry Over	0	0	0	0	0	0	0
Street & Highway Maintenance/Cash Discount	0	0	0	0	2.4	0	0
State/Highway Reimbursement Fund - GRAND TOTAL:	<u>585,000</u>	<u>585,000</u>	<u>154,768</u>	<u>26</u>	<u>154,770</u>	<u>26</u>	<u>585,000</u>
EXPENDITURES							
Maintenance - Other Maintenance	0	0	0	0	0	0	0
Maintenance - Drainage	48,200	48,200	1,251	3	1,615	3	48,200
Maintenance - Pavement	150,000	150,000	4,490	3	11,092	7	150,000
Maintenance - Traffic Control Devices	56,800	56,800	5,594	10	11,845	21	56,800
Engineering - Repairs & Maintenance	10,000	10,000	0	0	0	0	10,000
Traffic Control Operations	0	0	-740	0	0	0	0
Road/Street/Highway - Snow & Ice Removal	40,000	40,000	0	0	0	0	40,000
Road/Street/Highway - Other Traffic Services	50,000	50,000	7,273	15	19,983	40	50,000
General Admin. & Misc. - Miscellaneous	80,000	80,000	3,724	5	25,708	32	80,000
			0				
State/Highway Reimb. Fund - Subtotal:	<u>435,000</u>	<u>435,000</u>	<u>21,592</u>	<u>5</u>	<u>70,243</u>	<u>16</u>	<u>435,000</u>
Improvements Other Than Buildings - New	150,000	150,000	0	0	0	0	150,000
Engineering - New							
State/Highway Reimb. Fund - Capital Outlay - Subtotal:	<u>150,000</u>	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,000</u>
Transfer Out - General Fund Reserve							
State/Highway Fund - GRAND TOTAL:	<u>585,000</u>	<u>585,000</u>	<u>21,592</u>	<u>4</u>	<u>70,243</u>	<u>12</u>	<u>585,000</u>

Town of Altavista
FY 2015 Cemetery Fund
25% of Year Lapsed

Cemetery Fund - Fund 90	FY 2015 Adopted <u>Budget</u>	FY 2015 Amended <u>Budget</u>	FY 2015 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2015 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
REVENUE							
Permits/Burials	15,000	15,000	3,250	22	4,700	31	15,000
Interest/Interest Income	8,500	8,500	2,220	26	2,220	26	8,500
Miscellaneous/Sale of Real Estate	4,000	4,000	0	0	3,600	90	4,000
Miscellaneous/Misc.	0	0	0	0	0	0	0
Transfer In From General Fund	<u>28,580</u>	<u>28,580</u>	<u>0</u>	<u>0</u>	<u>25,000</u>	<u>87</u>	<u>28,580</u>
Cemetery Fund - GRAND TOTAL:	<u>56,080</u>	<u>56,080</u>	<u>5,470</u>	<u>10</u>	<u>35,520</u>	<u>63</u>	<u>56,080</u>
EXPENDITURES							
Salaries and Wages/Regular	9,500	9,500	935	10	1,372	14	9,500
Salaries and Wages/Overtime	500	500	338	68	338	68	500
Benefits/FICA	800	800	93	12	123	15	800
Benefits/VRS	1,050	1,050	109	10	154	15	1,050
Benefits/Medical Insurance is pre-paid	1,100	1,100	191	17	254	23	1,100
Benefits/Group Life	130	130	12	9	17	13	130
Other Charges/Misc. Reimb.	0	0	0	0	1,800	0	0
Materials/Supplies & Repairs/Maint.	18,000	18,000	225	1	3,275	18	18,000
Transfer Out/To Cemetery Reserve	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Cemetery Fund - GRAND TOTAL:	<u>56,080</u>	<u>56,080</u>	<u>1,903</u>	<u>3</u>	<u>7,333</u>	<u>13</u>	<u>56,080</u>

Town of Altavista

Grand Total of all Investments and Deposits
Balance as of September 30, 2014

\$ 16,289,367.00

Non-Specific

Green Hill Cemetery 552,830.42

General Fund Reserves

Capital Improvement Program Reserves

3,083,246.05

Altavista EDA Funding 288,932.88 *

VDOT TEA 21 Enhancement Match 309,000.00

597,932.88

Enterprise Fund Reserves

Capital Improvement Program Reserves

186,395.91

PCB Remediation 626,288.83

Community Improvement Reserve 0.00

Police Federal 2,908.32

Police State 14,982.13

Train Station 0.00

Public Funds Money Market Accounts

10,677,950.46 → \$4,100,000 of these funds are funds for Proj 1A - Bedford Waterline

Operating Checking Account (Reconciled Balance) 546,832.00

DESIGNATED FUNDS 2,341,774.58

Reserve Policy Funds (This figure changes annually w/audit)

UNDESIGNATED FUNDS

13,947,592.42

-6,313,403.00

7,634,189.42

	General	Enterprise	Total
Policy \$	4,982,908	1,330,495	6,313,403

NOTES:

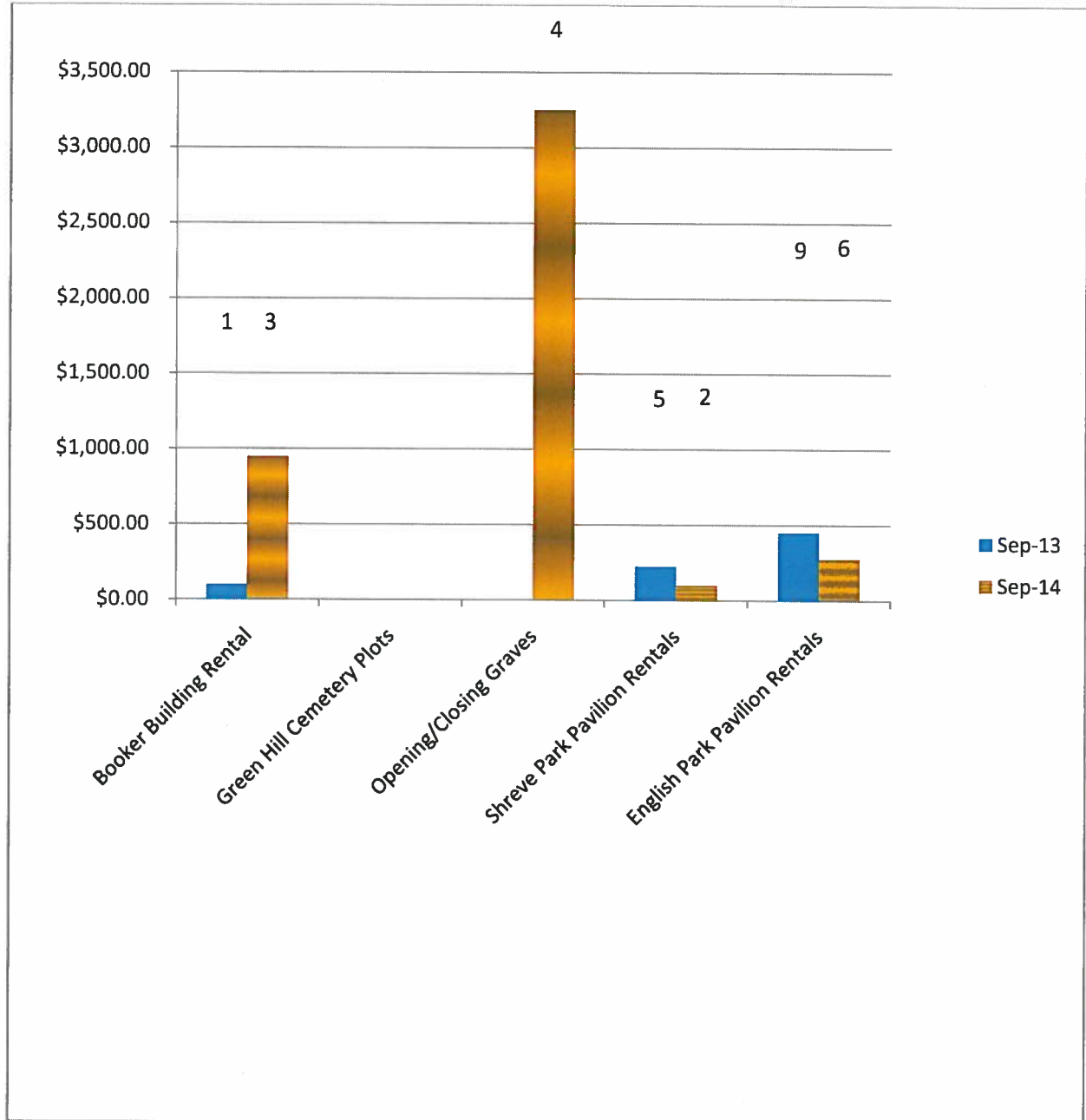
Earmarked CIP Reserve / Trash Truck - FY 2015
Earmarked for Final Downtown Map-21 Project
Council apprvd on 5/13/14 a match for a USDA RBEG
ED rem balance of \$35,000(website and marketing)
Earmarked for AOT No Interest Loan Program
"Pop-Up" Altavista Funding
Accrued Liability
FY14 Projected Carryover Needs
Funding from VDOT and LAP from Downtown Projects
Transit Funding
Funds for Project 1A - Bedford Waterline Imprpovement

-184,000.00
-77,600.00
-15,000.00
-6,240.00
-40,000.00
-10,000.00
-197,801.84
-636,000.00
150,000.00
-4,209.00
-4,100,000.00

UNDESIGNATED RESERVE FUND BALANCE

2,513,338.58

ADMINISTRATION REPORT - Period: September 2014



Town of Altavista

Monthly Business Activity Report

Date 9/30/14

OPENED

Mailing Address & Physical Address				
Applicant Name	(if different)	Trade Name	Type of Business	Open Date
Chester Jones	508 Pittsylvania Ave	Dino's Sportsbar & Grill	Restaurant	9/5/2014
Vanessa Wolfe	823 C Main St	The Scrub Shoppe	Retail	9/17/2014

CLOSED

Mailing Address & Physical Address			Personal Property	
Applicant Name	(if different)	Trade Name	Account # (if known)	Close Date
NONE				

Monthly Report to Council

Date: October 14, 2014
To: Town Council
From: Dan Witt, Assistant Town Manager
Re: September Activity Report

1. **Zoning/Code Related Matters:**

2-Sep	043-14	Lance Teague 204 West Road			12x14' shed in side yard	
11-Sep	044-14	Vanessa Wolfe 2017 Younger Rd Halifax, VA			The Scrub Shoppe 823 Main Street	
17-Sep	045-14	Mark Mattox, 1137 9th Street			12x12 deck on rear of home	
18-Sep	046-14	Antonil Mattera, 105 Clarion Rd. Suite 2			Taste of Italy Restaurant	
19-Sep	047-14	John Myers, 710 `15th St.			22'x21' car port in side yard	
29-Sep	048-14	IH McBride Signs Lynchburg, VA			31.5 sq.ft sign at 1305 Main Street	

- Grass mowed and bill sent to owner of former Moseley Heights Elementary property.
- Provided determination for single chair massage therapy as a home occupation.

2. **Site Plans Reviewed and/or Approved:**

- Plat for subdivision of former Lane Furniture property into 2 lots reviewed and approved. One parcel has been sold by Schwartz & Schwartz.
- Researched and provided determination for McDonald's Restaurant renovations.
- Approved plans for fiber optic boring to Tower on 8th Street.
-

3. **Planning Commission (PC) Related:**

- Completed 2014 staff review of the Comprehensive Plan for PC meeting on October 6th. Developed and sent out agenda packets for this meeting.

4. **AOT Related**

- Nothing noted

5. **ACTS Relate**

- Completed and submitted July & August billing reimbursement request to DRPT for operations and submitted to DRPT.
- Completed P.O. to Sony Merriman for the installation of cameras on the buses. Installation scheduled and completed in early October.
- Validated daily ridership and revenue for bus system (September) - see bus report.
- Completed online August monthly reporting to DRPT.

- Completed Triennial Review of operations. Will receive a follow up report with suggestions for improving system operations and staying in compliance with DRPT and FTA regulations.
- Attended CTAV annual fall retreat/board meeting in VA Beach.
- Summer hours and free fares ended on September 30th with this being very successful and the ridership continuing to grow!
- Conducted interviews for relief bus driver.

6. **Projects and Administrative Related:**

- Updated GIC
- Town Council reports for September
- Certified August monthly bank statements.
- Streetscape/infrastructure project is substantially complete; however, there are outstanding items: 1. There is an issue with water runoff from the sidewalk at Dr. West's dental office. **Still working to resolve this matter.** 2. VDOT continues to seek a waiver for the 'buy America' clause. **This is now at the State and Federal level for resolution but local VDOT contacts have said this process would take time.** 3. A manhole in front of English Auto Alignment was not installed properly. **VCP has requested the Town withhold rather than require fixing this. Staff is waiting for a decision on the 'buy America' before making a decision.**
- 4. Asphalt milling and repaving at the intersection of 7th & Broad Street must be redone. **VCP is waiting for a decision on the 'buy America' before doing this work.** 5. A water leak that Town staff is monitoring has developed in front of Blank's Oil Company. **VCP corrected this under the supervision of Town Staff.**
- Reviewed and approved two pay applications.
- Staffed Recreation Committee meeting and drafted a report regarding river access location to TC from Recreation Committee. Met with DGIF and VDOT on site to provide additional information.
- Staffed Safety Committee meeting and training provided by a VML webinar.
- Purchased trees approved by TC for parks and 3rd Street.
- Viewed safe driving training video.
- Attended Assistant Manager's luncheon in Lynchburg.



MONTHLY POLICE REPORT SYNOPSIS

MONTH OF SEPTEMBER, 2014

CRIME STATISTICS – September 1, 2014 thru September 30, 2014

Crimes Against Persons

For the Month of September, the Town of Altavista Community experienced 2 incidents or a 50% increase of Crimes Against Persons compared to 3 incidents last year during the same time duration.

- 2 Simple Assaults
- 1 Aggravated Assault

Property Crimes

For the Month of September, the Town of Altavista Community experienced 8 incidents or a 166.67% increase of Property Crimes compared to 3 incidents last year during the same time duration.

- 1 Motor Vehicle Theft
- 1 Destruction of Property
- 3 Shoplifting
- 2 Theft from Motor Vehicle
- 1 All Other Larceny

Quality of Life Crimes

For the Month of September, the Town of Altavista Community experienced 26 incidents or a 188.89% increase of Quality of Life Crimes compared to 9 incidents last year during the same time duration.

- 1 Disorderly Conduct
- 5 Drunkenness
- 1 Trespass of Real Property
- 19 All Other Offenses

CRIME STATISTICS - January 1, 2014 thru December 31, 2014 Y.T.D.

Year to date, the Town of Altavista experienced 42 incidents or a 13.51% increase of Crimes Against Persons compared to 37 incidents last year during the same time duration.

- 1 Robbery
- 7 Aggravated Assault
- 34 Simple Assault



Year to date, the Town of Altavista experienced 77 incidents or a 26.23% increase of Property Crimes compared to 61 incidents last year during the same time duration.

- 4 Breaking & Entering
- 18 Shoplifting
- 10 Theft From Motor Vehicle
- 19 Destruction of Property/Vandalism
- 6 Motor Vehicle Theft
- 4 Counterfeiting/Forgery
- 4 Theft From Building
- 11 All Other Larceny
- 1 Theft of Motor Vehicle Parts

Year to date, the Town of Altavista experienced 164 incidents or an 23.31% increase of Quality of Life Crimes compared to 133 incidents last year during the same time duration.

- 4 Weapon Law Violation
- 50 Drug/Narcotic Violations
- 1 Disorderly Conduct
- 5 Driving under the Influence
- 4 Trespass of Real Property
- 73 All Other Offenses
- 25 Drunkenness
- 1 Family Offenses, Nonviolent
- 1 Runaway

Major Crimes Statistics *(Combining Crimes Against Persons & Property Crimes = Major Crimes)*

For the Month of September, the Town of Altavista Community experienced 11 incidents or a 120% increase in Major Crimes compared to 5 incidents last year during the same time duration.

Year to date, the Town of Altavista experienced 119 incidents or a 21.4% increase in Major Crimes compared to 98 incidents last year during the same time duration.

The above statistics depict "All Other Offenses" as the most frequent occurrence of criminal activity the Town of Altavista experienced during the month of September.

CALLS FOR SERVICE - September 1, 2014 thru September 30, 2014

The Altavista Police Department was dispatched to 402 Calls for Service or a 2.81% increase compared to 391 C.F.S. last year during the same time duration.



CALLS FOR SERVICE - January 1, 2014 thru December 31, 2014- Y.T.D.

The Altavista Police Department was dispatched to 3281 Calls for Service or a 7.71% increase compared to 3046 C.F.S. last year during the same time duration.

CRIMINAL ARRESTS EXECUTED - September 1, 2014 thru September 30, 2014

The A.P.D. executed 33 criminal arrests or a 153.84% decrease compared to 13 criminal arrests last year during the same duration.

CRIMINAL ARRESTS EXECUTED - January 1, 2014 thru December 31, 2014- Y.T.D.

The A.P.D. executed 207 criminal arrests or a 1.42% decrease compared to 210 criminal arrests last year during the same duration.

TRAFFIC CITATIONS ISSUED - September 1, 2014 thru September 30, 2014

The A.P.D. issued 6 traffic summons or a 77.77% decrease compared to 27 traffic summons issued last year during the same time duration.

TRAFFIC CITATIONS ISSUED - January 1, 2014 thru December 31, 2014 Y.T.D.

The A.P.D. issued 116 traffic summons or a 64.95% decrease compared to 331 traffic summons issued last year during the same time duration.

OFFICER OF THE MONTH – September, 2014

The Altavista Police Department has selected Officer J.T. Goggins as Officer of the Month for September 2014. During the month of September, Officer Goggins led the department in criminal and traffic enforcement effort. In addition to working diligently to solve cases that are assigned to him, Officer Goggins performs a substantial amount of proactive and self-initiated activity. Just as impressive is Officer Goggins' positive and helpful attitude towards his duties. Officer Goggins is always available to assist his fellow officers, even on very short notice. Officer Goggins' drive and enthusiasm bring honor to himself and the department.

PERSONNEL TRAINING

Two hundred seventy-six (276) hours of training were afforded to police personnel during the month of September, 2014. Blocks of instruction pertained to the following training subjects: Basic Law Enforcement Academy, Canine Training, Child Abuse Investigations and ERT Training.



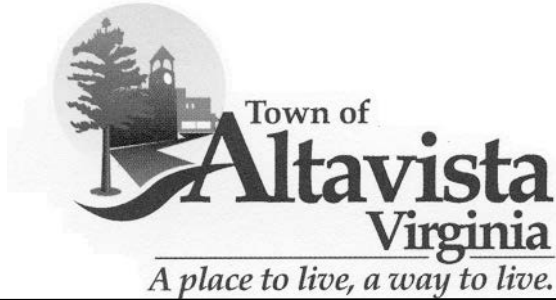
WHAT'S NEW

During the Month of September, Officers Freddie Jefferson and Rob Haugh of the Motor Carrier Unit completed their annual Motor Carrier Certification for Level II Inspections. During the federal fiscal year (October 1st through September 30th) Officers Jefferson and Haugh conducted 32 Level II inspections on Commercial Motor Vehicles that were operating in town. These inspections, along with annual in-service training through Virginia State Police, are required for the Motor Carrier Unit officers to maintain their certification.

During the Month of September, multiple indictments were issued for narcotics distribution offenses that occurred in the Town of Altavista. Based upon these indictments, members of the Altavista Police Department Emergency Response Team, with assistance from the Campbell County Sheriff's Office and the Pittsylvania County Sheriff's Office, conducted a round-up of these offenders. The round-up operation resulted in six offenders being arrested on a total of seventeen felony narcotics charges.

During the Month of September, Officer J.T. Goggins attended Field Training Officer training at the Central Virginia Criminal Justice Academy. This training prepares Officer Goggins for the crucial role of conducting Field Training for new officers just out of the Academy. This is the last step in their training and allows them to apply what they have learned, while under the supervision of a seasoned officer. Upon completion of the training, Officer Goggins was awarded a certification as a Field Training Officer.

Information compiled for this report was taken from the Altavista Police Department's Monthly Report.



David T. Garrett, Jr. Director of Public Works • P.O. Box 420, Altavista, VA 24517
Telephone: (434) 369-6050 • Fax: (434) 369-6981 • dtgarrett@altavistava.gov

Public Works / Utility Report September 2014

During the month of August the Public Works / Utility Crews were busy with the following Maintenance, Repairs, and other assorted task. These activities reflect the Town Wide Goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Altavista's Environment and Image.

Work Orders Process 269

Utility Department - Water Distribution:

- Located Miss Utility Tickets-----82
- Water Turn On / Turn Off(s)-----33
- Water Cut Off for Non Payment-----0
- Read Monthly Meters-----61
- Replaced Water line that serves 308 Main Street. Had to open cut across the entrance at the Apple Market in order to replace line. We put the new line in a casing so that we will not have to dig up line in the future.

Utility Department - Sewer Distribution:

- Sewer Right-a-Way Clearing at English Park
- Installed New Sewer Service on 4th Street
- Sewer Main Repair on 4th Street due to roots in Main Line
- Sewer Service Repair on Avondale Dr.
- Sewer Root Cutting on Main Line-----0 Feet
- Sewer Cleaning Main Line-----1165 Feet

Street Department:

- Mowing-----80 Acres
- Litter Pick up-----52 Bags
- Weed Control-----236 Gallons
- Sweeping Streets-----73 Miles

Buildings & Grounds, and Sanitation:

- Green Hill Cemetery – Opened and Closed Grave ----- 3
- Brush Collected Stops-----164 Stops
- Brush Collected Loads-----13 Loads
- Bulk Collection Stops-----111 Stops
- Bulk Collection Tonnage-----13.65 Tons
- Solid Waste Tonnage-----76.45 Tons
- Contractor Cut Grass at Green Hill Cemetery-----1
- Labor Hours at Green Hill Cemetery to maintain Grave Sites-----79 Hours
- Maintain Park Buildings-----101 Man Hours
- Maintain Parks, Mowing, Flowers Beds, Weed Control-----421 Man Hours

Special Projects:

- Removed Sand from one of two Volley Ball Courts at English Park and put in new top soil and seeded.
- Removed Dead Tree at English Park.
- Contractor Completed the Tub Grinding on the Brush Pile at the Wastewater Plant and hauled away.

Water Department Report:

Water Production:

- Water Plant: 52.0 million gallons of raw water treated.
- Water Plant: 38.0 million gallons of finished water delivered.
- McMinnis Spring: 8.9 million gallons of finished water treated.
- McMinnis Spring: average 296,000 gallons per day and run time hours 18 a day.
- Reynolds Spring: 6.0 million gallons of finished water treated.
- Reynolds Spring: average 200,000 gallons per day and run time hours 10 a day.

Water Consumption From:

- Campbell County Utility and Service Authority: 289,336 Gallons

Water Sold:

- Town of Hurt: 2,677,498 Gallons

Water Plant Averages for August 2014:

- **Weekday: 18.0 hrs / day of production**
1,873,000 gallons treated / day
- **Weekends: 13.0hrs / day of production**
1,362,000 gallons treated / day

Special Projects:

- Repaired raw water bleach line.
- Replaced raw water bleach pump.

Water Plant:

- Flushed out filter line 1-5.
- Replaced valve for raw water caustic line.

WASTEWATER REPORT

- Public Works / Utility Committee
- Received shipment of Polymer
- HVAC units repaired (Maint. Office, Meter Room and Lounge Restrooms)
- Working with Abbott concerning loading levels
- Repaired Golf Cart
- Brad Brown out on Medical leave (90hrs)
- Brad Brown returns to work on light duty
- Dr. Lou Licht visit (collected leaf samples)
- Letter from DEQ requesting EOP update for VRP
- Riverview Pump Station Meter repaired by ABB Rep. (replaced receiver)
- Met with The Institute for Advanced Learning and Research they are interested in conducting research concerning the PCB issue in the EOP
- Repairing and Refurbishing the grit classifier system
- Safety Training (Safe Driving)
- Sampled industrial users for surcharge and permit compliance
- Normal plant operation and maintenance

Sludge Processed	123	wet tons
Gallons of Water Treated	57.03	MG

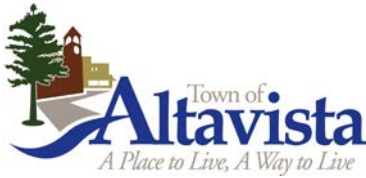
Plant Efficiency

BOD Reduction	95%
TSS Reduction	98%

Altavista Community Transit System - Monthly Report

Calendar Year Totals

		Rider Totals		Miles Driven		Fare Box Revenue		Days Run		Avg./Day			
<u>2011</u>		10,919		40,392		\$ 3,783.00		272.5		40			
<u>2012</u>		15,265		45,706		\$ 5,329.50		281		54			
<u>2013</u>		17,760		45,358		\$ 5,721.00		282.5		63			
<u>2014</u>		<u>18,306</u>		<u>36,738</u>		<u>\$ 3,235.27</u>		<u>232</u>		<u>79</u>	<u>YTD Numbers</u>		
													Annual
	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Totals</u>
2011	391	590	481	495	551	1,617	1,364	1,499	1,201	805	849	1,076	10,919
2012	813	875	983	872	1,028	2,026	1,850	1,962	1,618	1,176	1,083	979	15,265
2013	939	1,015	968	1,152	1,362	2,272	1,956	2,231	1,705	1,416	1,440	1,304	17,760
2014	1,318	1,253	1,259	1,527	1,486	3,335	3,051	2,575	<u>2,502</u>				18,306
NOTE- extended summer hours started June 1-September 30, 2014													



Meeting Date: October 14, 2014

FINANCE/HUMAN RESOURCES COMMITTEE REPORT



Committee meeting held earlier this evening (Tuesday, October 14th) to review the Town's FY2014 Financial Report (Annual Audit).

Mr. David Foley, with Robinson, Farmer, Cox Associates, will be present during the Council's Regular Meeting to provide a brief synopsis of the Financial Report and answer your questions.

A copy of the Financial Report is attached.

REQUESTED ACTION: *Accept the FY2014 Financial Report.*

POTENTIAL MOTION: *"I move that the FY2014 Financial Report be accepted."*



Altavista Virginia

A place to live, a way to live.

FINANCIAL REPORT
YEAR ENDED JUNE 30, 2014

TOWN OF ALTAVISTA, VIRGINIA

FINANCIAL REPORT
YEAR ENDED JUNE 30, 2014

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TOWN OF ALTAVISTA, VIRGINIA

FINANCIAL REPORT
YEAR ENDED JUNE 30, 2014

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TOWN OF ALTAVISTA, VIRGINIA
DIRECTORY OF PRINCIPAL OFFICIALS
YEAR ENDED JUNE 30, 2014

TOWN COUNCIL

Mike Mattox, Mayor
Beverley Dalton, Vice Mayor
William Ferguson
James H. Higginbotham, II
Charles Edwards
Tracy Emerson
Tim George

APPOINTED OFFICIALS

J. Waverly Coggsdale, III Town Manager
John Eller Town Attorney
Tobie Shelton Treasurer
Ken Walsh, Jr. Chief of Police

INDEPENDENT AUDITORS

Robinson, Farmer, Cox Associates

ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

Independent Auditors' Report

To the Honorable Members of the Town Council
Town of Altavista, Virginia

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the remaining fund information of Town of Altavista, Virginia, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, of Town of Altavista, Virginia, as of June 30, 2014, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information and schedule of pension funding progress be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The budgetary comparison information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Town of Altavista, Virginia's basic financial statements. The individual fund financial statements and statistical information are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements.

Other Information (Continued)

The individual fund financial statements and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund financial statements and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

The statistical information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 22, 2014, on our consideration of Town of Altavista, Virginia's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Town of Altavista, Virginia's internal control over financial reporting and compliance.

Robinson, Farnell, Cox Associates

Charlottesville, Virginia
September 22, 2014

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Basic Financial Statements

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Government-wide Financial Statements

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Statement of Net Position
At June 30, 2014

	Primary Government			Discretely Presented Component Unit
	Governmental Activities	Business-Type Activities	Total	Altavista Economic Development Authority
Assets:				
Current assets:				
Cash and cash equivalents	\$ 11,433,770	\$ 967,079	\$ 12,400,849	\$ 25,530
Cash and cash equivalents, restricted	35,957	-	35,957	-
Receivables, (net of allowance for uncollectibles)	151,434	320,842	472,276	-
Due from other governments	260,125	-	260,125	-
Due from primary government	-	-	-	36,377
Prepaid expense	24,912	12,879	37,791	-
Inventory	57,688	-	57,688	-
Total current assets	\$ 11,963,886	\$ 1,300,800	\$ 13,264,686	\$ 61,907
Noncurrent assets:				
Capital assets:				
Land and construction in progress	\$ 3,113,490	\$ 1,974,137	\$ 5,087,627	\$ -
Buildings, infrastructure, and equipment (net of accumulated depreciation)	4,132,033	11,071,679	15,203,712	-
Total noncurrent assets	\$ 7,245,523	\$ 13,045,816	\$ 20,291,339	\$ -
Total assets	\$ 19,209,409	\$ 14,346,616	\$ 33,556,025	\$ 61,907
Liabilities:				
Current liabilities:				
Accounts payable	\$ 300,972	\$ 227,255	\$ 528,227	\$ 102,000
Accrued liabilities	97,353	36,916	134,269	-
Due to Component Unit EDA	36,377	-	36,377	-
Customer deposits	-	24,322	24,322	-
Environmental remediation	-	750,000	750,000	-
Current portion of long-term obligations	105,672	42,679	148,351	-
Total current liabilities	\$ 540,374	\$ 1,081,172	\$ 1,621,546	\$ 102,000
Noncurrent liabilities:				
Noncurrent portion of long-term obligations	\$ 35,224	\$ 14,227	\$ 49,451	\$ -
Total liabilities	\$ 575,598	\$ 1,095,399	\$ 1,670,997	\$ 102,000
Net Position:				
Investment in capital assets	\$ 7,245,523	\$ 13,045,816	\$ 20,291,339	\$ -
Restricted	599,639	-	599,639	-
Unrestricted	10,788,649	205,401	10,994,050	(40,093)
Total net position	\$ 18,633,811	\$ 13,251,217	\$ 31,885,028	\$ (40,093)
Total liabilities and net position	\$ 19,209,409	\$ 14,346,616	\$ 33,556,025	\$ 61,907

The accompanying notes to financial statements are an integral part of this statement.

TOWN OF ALTAVISTA, VIRGINIA

Statement of Activities
For the Year Ended June 30, 2014

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary Government				
Governmental activities				
General government administration	\$ 942,891	\$ -	\$ -	\$ -
Public safety	867,784	32,513	99,953	-
Public works	1,437,369	7,309	707,297	702,814
Parks, recreation, and cultural	190,996	-	-	-
Community development	164,926	-	-	-
Total governmental activities	\$ 3,603,966	\$ 39,822	\$ 807,250	\$ 702,814
Business - type activities				
Water and sewer	\$ 2,660,990	\$ 2,754,582	\$ -	\$ -
Total business-type activities	\$ 2,660,990	\$ 2,754,582	\$ -	\$ -
Total primary government	\$ 6,264,956	\$ 2,794,404	\$ 807,250	\$ 702,814
Component Unit:				
Altavista Economic Development Authority	\$ 57,026	\$ -	\$ -	\$ -
General Revenues				
Property taxes				
Meal taxes				
Sales and use taxes				
Bank stock taxes				
Business license taxes				
Other local taxes				
Grants and contributions not restricted to specific programs				
Revenue from use of money and property				
Contributions from primary government				
Miscellaneous				
Transfers				
Total general revenues and transfers				
Change in net position				
Net position, beginning of year				
Net position, end of year				

The accompanying notes to financial statements are an integral part of this statement.

Net (Expense) Revenue and Changes in Net Position			
Primary Government			Component Unit
Governmental Activities	Business-Type Activities	Total	Altavista Economic Development Authority
\$ (942,891)	\$ -	\$ (942,891)	\$ -
(735,318)	-	(735,318)	-
(19,949)	-	(19,949)	-
(190,996)	-	(190,996)	-
(164,926)	-	(164,926)	-
<u>\$ (2,054,080)</u>	<u>\$ -</u>	<u>\$ (2,054,080)</u>	<u>\$ -</u>
\$ -	\$ 93,592	\$ 93,592	\$ -
\$ -	\$ 93,592	\$ 93,592	\$ -
<u>\$ (2,054,080)</u>	<u>\$ 93,592</u>	<u>\$ (1,960,488)</u>	<u>\$ -</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (57,026)</u>
\$ 2,253,238	\$ -	\$ 2,253,238	\$ -
668,660	-	668,660	-
156,431	-	156,431	-
158,591	-	158,591	-
153,891	-	153,891	-
249,735	-	249,735	-
225,364	-	225,364	-
162,759	2,376	165,135	138
-	-	-	10,000
105,612	-	105,612	-
(83,000)	83,000	-	-
<u>\$ 4,051,281</u>	<u>\$ 85,376</u>	<u>\$ 4,136,657</u>	<u>\$ 10,138</u>
\$ 1,997,201	\$ 178,968	\$ 2,176,169	\$ (46,888)
16,636,610	13,072,249	29,708,859	6,795
<u>\$ 18,633,811</u>	<u>\$ 13,251,217</u>	<u>\$ 31,885,028</u>	<u>\$ (40,093)</u>

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Fund Financial Statements

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Balance Sheet
 Governmental Fund
 At June 30, 2014

	<u>General Fund</u>
Assets:	
Cash and cash equivalents	\$ 11,433,770
Cash and cash equivalents, restricted	35,957
Receivables (net of allowance for uncollectibles):	
Taxes	38,677
Accounts	112,757
Due from other governments	260,125
Due from other funds	
Prepaid expenditures	24,912
Inventory	<u>57,688</u>
 Total assets	 \$ <u><u>11,963,886</u></u>
Liabilities:	
Accounts payable	\$ 300,972
Accrued liabilities	97,353
Due to Component Unit EDA	<u>36,377</u>
 Total liabilities	 \$ <u><u>434,702</u></u>
Deferred Inflows of Resources:	
Unavailable revenue-property taxes	\$ <u><u>56,571</u></u>
Fund Balance:	
Nonspendable	\$ 82,600
Restricted	599,639
Committed	3,872,000
Unassigned	<u>6,918,374</u>
 Total fund balance	 \$ <u><u>11,472,613</u></u>
 Total liabilities, deferred inflows of resources and fund balance	 \$ <u><u>11,963,886</u></u>

The accompanying notes to financial statements are an integral part of this statement.

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
At June 30, 2014

Total fund balance for governmental funds (Exhibit 3) \$ 11,472,613

Total net position reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. Those assets consist of:

Land and construction in progress	\$ 3,113,490	
Depreciable capital assets, net of accumulated depreciation	<u>4,132,033</u>	
Total capital assets		7,245,523

Other long-term assets are not available to pay for current period expenditures and therefore are reported as unavailable revenue in the funds.		56,571
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Long-term liabilities applicable to the Town's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Balances of long-term liabilities affecting net position are as follows:

Compensated absences	\$ <u>(140,896)</u>	
Total long-term liabilities		<u>(140,896)</u>
Total net position of governmental activities (Exhibits 1 and 2)		\$ <u><u>18,633,811</u></u>

The accompanying notes to financial statements are an integral part of this statement.

Statement of Revenues, Expenditures, and Changes in Fund Balance
 Governmental Fund
 For the Year Ended June 30, 2014

	<u>General Fund</u>
Revenues:	
General property taxes	\$ 2,254,794
Other local taxes	1,387,308
Permits, privilege fees and regulatory licenses	16,100
Fines and forfeitures	16,413
Revenue from use of money and property	162,759
Charges for services	7,309
Miscellaneous	105,612
Intergovernmental:	
Revenue from the Commonwealth	985,520
Revenue from the Federal Government	749,908
	<u>5,685,723</u>
Total revenues	\$ 5,685,723
Expenditures:	
Current:	
General government administration	\$ 906,012
Public safety	807,277
Public works	1,410,763
Parks, recreation and cultural	145,437
Community development	164,926
Capital outlay	896,230
	<u>4,330,645</u>
Total expenditures	\$ 4,330,645
Excess (deficiency) of revenues over expenditures	\$ 1,355,078
Other financing sources (uses):	
Transfers out	\$ (83,000)
	<u>(83,000)</u>
Total other financing sources (uses)	\$ (83,000)
Net changes in fund balance	\$ 1,272,078
Fund balance at beginning of year	<u>10,200,535</u>
Fund balance at end of year	<u>\$ 11,472,613</u>

The accompanying notes to financial statements are an integral part of this statement.

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance
of Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2014

Net change in fund balance - total governmental funds (Exhibit 5) \$ 286,558

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.

Capital outlays	\$ 1,033,202	
Depreciation expense	<u>(310,106)</u>	723,096

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds. Details of this adjustment consist of the change in unavailable revenue - taxes.

(1,556)

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore are not reported as expenditures in governmental funds. The following is a summary of items supporting this adjustment:

Change in compensated absences	<u>3,583</u>
--------------------------------	--------------

Change in net position of governmental activities (Exhibit 2)	\$ <u>1,011,681</u>
---	---------------------

The accompanying notes to financial statements are an integral part of this statement.

Statement of Net Position
 Proprietary Fund
 At June 30, 2014

		Business-Type Activities Enterprise Fund Water and Sewer
Assets:		
Current assets:		
Cash and cash equivalents	\$	967,079
Receivables (net of allowance for uncollectibles):		
Accounts		320,842
Prepaid expenses		12,879
Total current assets	\$	1,300,800
Noncurrent assets:		
Capital assets:		
Construction in progress	\$	1,974,137
Buildings, infrastructure, and equipment, net of accumulated depreciation		11,071,679
Total noncurrent assets	\$	13,045,816
Total assets	\$	14,346,616
Liabilities:		
Current liabilities:		
Accounts payable	\$	227,255
Accrued liabilities		36,916
Customers' deposits		24,322
Environmental remediation		750,000
Compensated absences - current portion		42,679
Total current liabilities	\$	1,081,172
Noncurrent liabilities:		
Compensated absences - noncurrent portion	\$	14,227
Total noncurrent liabilities	\$	14,227
Total liabilities	\$	1,095,399
Net Position:		
Investment in capital assets	\$	13,045,816
Unrestricted		205,401
Total net position	\$	13,251,217
Total liabilities and net position	\$	14,346,616

The accompanying notes to financial statements are an integral part of this statement.

Statement of Revenues, Expenses, and Changes in Net Position
 Proprietary Fund
 For the Year Ended June 30, 2014

		Business-Type Activities Enterprise Fund Water and Sewer
Operating revenues:		
Charges for services	\$	2,718,048
Other		36,534
Total operating revenues	\$	2,754,582
Operating expenses:		
Salaries	\$	847,398
Fringe benefits		268,289
Maintenance		32,722
Utilities		431,410
Materials and supplies		290,007
Sample testing		23,847
Purchase of water		3,910
Other		54,120
Depreciation		709,287
Total operating expenses	\$	2,660,990
Operating income (loss)	\$	93,592
Nonoperating revenues (expenses):		
Interest revenue	\$	2,376
Net nonoperating revenues (expenses)	\$	2,376
Income (loss) before transfers	\$	95,968
Transfers:		
Transfers in	\$	83,000
Net transfers	\$	83,000
Change in net position	\$	178,968
Net position, beginning of year		13,072,249
Net position, end of year	\$	13,251,217

The accompanying notes to financial statements are an integral part of this statement.

Statement of Cash Flows
Proprietary Fund
For the Year Ended June 30, 2014

	Business-Type Activities Enterprise Fund Water and Sewer
Cash flows from operating activities:	
Receipts from customers and users	\$ 2,901,817
Payments to suppliers	(741,531)
Payments for employees	(1,112,537)
Net cash provided by (used for) operating activities	\$ 1,047,749
Cash flows from capital and related financing activities:	
Purchase of capital assets	\$ (888,186)
Net cash provided by (used for) capital and related financing activities	\$ (888,186)
Cash flows from noncapital financing activities:	
Transfer from other funds	\$ 83,000
Due to other funds	(87,665)
Net cash provided by (used for) noncapital financing activities	\$ (4,665)
Cash flows from investing activities:	
Interest revenue	\$ 2,376
Net cash provided by investing activities	\$ 2,376
Increase in cash and cash equivalents	\$ 157,274
Cash and cash equivalents at beginning of year	809,805
Cash and cash equivalents at end of year	\$ 967,079
Reconciliation of operating income (loss) to net cash provided by (used for) operating activities:	
Operating income (loss)	\$ 93,592
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operations:	
Depreciation and amortization	709,287
Changes in operating assets and liabilities:	
(Increase)/Decrease in accounts receivable	141,606
(Increase)/Decrease in prepaid expenses	(1,335)
Increase/(Decrease) in accounts payable	95,820
Increase/(Decrease) in accrued liabilities	1,423
Increase/(Decrease) in compensated absences	1,727
Increase/(Decrease) in customer deposits	5,629
Net cash provided by (used for) operating activities	\$ 1,047,749

The accompanying notes to financial statements are an integral part of this statement.

Statement of Fiduciary Net Position
Fiduciary Fund
At June 30, 2014

	<u>Agency Funds</u>
ASSETS	
Cash and cash equivalents	\$ <u>1,631</u>
Total assets	\$ <u><u>1,631</u></u>
LIABILITIES	
Amounts held for others	\$ <u>1,631</u>
Total liabilities	\$ <u><u>1,631</u></u>

The accompanying notes to financial statements are an integral part of this statement.

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements As of June 30, 2014

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. The Financial Reporting Entity

Primary Government - The Town of Altavista (the “Town”) was established in 1912. It is a political subdivision of the Commonwealth of Virginia operating under the Council-Manager form of government. The Town Council consists of a mayor, a vice mayor, and five other council members. The Town is part of Campbell County and has taxing powers subject to statewide restrictions and tax limits.

The Town of Altavista provides a full range of municipal services including police, refuse collection, public improvements, planning and zoning, general administrative services, fire, recreation, and water and sewer services. Fire and first aid services are supplemented by volunteer departments.

Discretely Presented Component Unit - A discretely presented component unit is an entity that is legally separate from the government, but for which the government is financially accountable, or whose relationship with the government is such that exclusion would cause the government’s financial statements to be misleading or incomplete. It is reported in a separate column in the government-wide financial statements to emphasize it is legally separate from the Town.

Altavista Economic Development Authority

The Altavista Economic Development Authority (the “EDA”) was created to promote industry and develop trade by encouraging enterprises to locate and remain in the Town. The EDA is governed by a Board of Directors appointed by Town Council and the Town is financially accountable for the EDA. It is authorized to acquire, own, lease, and dispose of properties to the extent that such activities foster and stimulate economic development. The Authority does not issue a separate financial report.

The Town has no related or jointly governed organizations.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary* government is reported separately from its legally separated *component unit* for which the primary government is financially accountable.

Statement of Net Position - The Statement of Net Position is designed to display the financial position of the primary government (government and business-type activities) and its discretely presented component unit. Governments will report all capital assets in the government-wide Statement of Net Position and will report depreciation expense, the cost of “using up” capital assets, in the Statement of Activities. The net position of a government will be broken down into three categories - 1) net investment in capital assets; 2) restricted; and 3) unrestricted.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

B. Government-Wide and Fund Financial Statements: (Continued)

Statement of Activities - The government-wide Statement of Activities reports expenses and revenues in a format that focuses on the cost of each of the government's functions. The expense of individual functions is compared to the revenues generated directly by the function (for instance, through user charges or intergovernmental grants).

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment, are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and enterprise funds are reported as separate columns in the fund financial statements.

Budgetary comparison schedules - Demonstrating compliance with the adopted budget is an important component of a government's accountability to the public. Many citizens participate in one way or another in the process of establishing the annual operating budgets of state and local governments, and have a keen interest in following the actual financial progress of their governments over the course of the year. Many governments revise their original budgets over the course of the year for a variety of reasons. Under the GASB 34 reporting model, governments provide budgetary comparison information in their annual reports, including the original budget and a comparison of final budget and actual results.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The accompanying financial statements are prepared in accordance with pronouncements issued by the Governmental Accounting Standards Board. The principles prescribed by GASB represent generally accepted accounting principles applicable to governmental units.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 45 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation: (Continued)

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Town reports the following major governmental fund:

The *general fund* is the Town's primary operating fund. It accounts for and reports all financial resources of the general government, except those required to be accounted for in another fund.

The Town reports the following major proprietary fund:

The *water and sewer enterprise fund* accounts for the financing of services to the general public where all or most of the operating expenses involved are intended to be recovered in the form of user charges, or where management has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for management control, accountability, or other purposes. The water and sewer enterprise fund consists of the activities relating to water and sewer services.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's proprietary funds and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water and sewer enterprise fund are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fiduciary Funds (Trust and Agency Funds) account for assets held by the Town in a trustee capacity or as an agent or custodian for individuals, private organizations, other governmental units, or other funds. These funds include Agency Funds, which consist of the War Memorial Fund. These funds utilize the modified accrual basis of accounting described in the Governmental Fund Presentation. Fiduciary funds are not included in the government-wide financial statements.

D. Net Position Flow Assumption

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

E. Budgets and Budgetary Accounting

The following procedures are used by the Town in establishing the budgetary data reflected in the financial statements:

- 1) Prior to June 30, the Town Manager submits to Town Council a proposed operating and capital budget for the fiscal year commencing the following July 1. This budget includes proposed expenditures and the means of financing them.
- 2) Public hearings are conducted to obtain citizen comments.
- 3) Prior to June 30, the budget is legally enacted through passage of an Appropriations Ordinance. Town Council may, from time to time, amend the budget, providing for additional expenditures and the means for financing them.
- 4) The Appropriations Ordinance places legal restrictions on expenditures at the department level. Management can over-expend at the line item level without approval of Town Council. The appropriation for each department or function can be revised only by Town Council.
- 5) Formal budgetary integration is employed as a management control device during the year.
- 6) Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Appropriations lapse on June 30 for all Town units.
- 7) All budget data presented in the accompanying financial statements includes the original and revised budgets as of June 30.

Excess of Expenditures over Appropriations

At June 30, there were no expenditures in excess of appropriations.

F. Cash and Cash Equivalents

Cash and cash equivalents are defined as short-term highly liquid investments with an original maturity of three months or less when purchased.

G. Inventory

Inventory consists of expendable supplies held for consumption. Inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when used.

H. Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, are reported as prepaid items using the consumption method by recording a current asset for the prepaid amount at the time of purchase and reflecting the expenditure/expense in the year in which the services are consumed.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

I. Allowance for Uncollectible Accounts

The Town calculates its allowance for uncollectible accounts using historical collection data and specific account analysis. The Town considers all accounts receivable related to the business-type activity to be fully collectible and accordingly, no allowance for doubtful accounts is considered necessary. The allowance for the general fund is composed of the following:

Real estate	\$ 1,252
Personal property	<u>14,168</u>
Total	<u>\$ 15,420</u>

J. Capital Assets

Capital assets, which include property, plant, and equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. *Capital assets* are defined by the government as assets with an initial, individual cost of more than \$5,000 and a useful life of more than one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment and infrastructure are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and improvements	30-40
Machinery and equipment	5-10
Public domain infrastructure	50
Distribution and transmission systems	30-50
Water and sewer plants	30-50

Infrastructure assets include roads, bridges, underground pipe (other than related to utilities), traffic signals, etc. and includes all activity since July 1, 2001.

K. Capitalization of Interest

The Town follows the policy of capitalizing net interest costs on funds borrowed to finance the construction of proprietary capital assets. Interest is not capitalized on the construction of assets used in governmental activities. For the current year, no interest was capitalized in the water and sewer fund.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

L. Unavailable Revenue

Unavailable revenue represents amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, such amounts are measurable, but not available. Unavailable revenue totaling \$56,571 is comprised of the following:

Unavailable Property Tax Revenue - Unavailable revenue representing uncollected tax billings not available for funding of current expenditures totaled \$56,571 at June 30, 2014.

M. Compensated Absences

The Town has policies which allow for the accumulation and vesting of limited amounts of vacation and sick leave until termination or retirement. Amounts of such absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds when the leave is due and payable.

N. Net Position

Net position is the difference between a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources. Net investment in capital assets represents capital assets, less accumulated depreciation, less any outstanding debt related to the acquisition, construction or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position.

O. Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Town is bound to observe constraints imposed upon the use of the resources in the governmental funds.

The following classifications describe the relative strength of spending constraints placed on the purposes for which resources can be used:

- **Nonspendable** - Amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.
- **Restricted** - Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- **Committed** - Amounts constrained to specific purposes by the Town, using its highest level of decision making authority; to be reported as committed, amounts cannot be used for any other purposes unless the same highest level of action is taken to remove or change the constraint.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

O. Fund Balance: (Continued)

- **Assigned** - Amounts the Town intends to use for a specified purpose; intent can be expressed by the governing body or by the Council which has been designated this authority.
- **Unassigned** - Amounts that are available for any purpose; positive amounts are reported only in the general fund.

Council establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget. Assigned fund balance is established by Council through adoption or amendment of the budget as intended for specific purpose (such as the purchase of capital assets, construction, debt service, or for other purposes).

P. Restricted Resources-Fund Balance

The Town applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Q. Minimum Fund Balance Policy

Governmental funds of the Town do not have specified fund balance targets. Recommended levels of committed and/or assigned fund balance will be determined on a case by case basis, based on the needs of each fund and as recommended by officials and approved by Council.

R. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to commit that portion of the appropriation, is employed as an extension of formal budgetary integration in the governmental funds. There are no significant encumbrances as of June 30, 2014.

S. Uses of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent liabilities, and reported revenues, expenditures, and expenses. Actual results could differ from those estimates.

T. Performance Grants Payable

Performance grants payable are recorded when, in management's opinion, failure by the grantee to meet the performance criteria is unlikely. Refunds of performance grants are reflected as revenues when collection is determined to be likely.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

U. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Town does not have any deferred outflows of resources as of June 30, 2014.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town has one type of item that qualifies for reporting in this category. Under a modified accrual basis of accounting, unavailable revenue representing property taxes receivable is reported in the governmental funds balance sheet. This amount is comprised of uncollected property taxes due prior to June 30. This amount is deferred and recognized as an inflow of resources in the period that the amount becomes available.

NOTE 2—DEPOSITS AND INVESTMENTS:

Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the “Act”) Section 2.2-4400 et seq. of the *Code of Virginia*. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must ledge collateral to the Commonwealth of Virginia Treasury Board. Financial Institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

Investments

Statutes authorize the Town to invest in obligations of the United States or agencies thereof; obligations of the Commonwealth of Virginia or political subdivisions thereof; obligations of the International Bank for Reconstruction and Development (World Bank); the Asian Development Bank; the African Development Bank; “prime quality” commercial paper and certain corporate notes; banker’s acceptances; repurchase agreements; and the State Treasurer’s Local Government Investment Pool (LGIP).

Pursuant to Sec. 2.1-234.7 of the Code of Virginia, the Treasury Board of the Commonwealth sponsors the LGIP and has delegated certain functions to the State Treasurer. The LGIP reports to the Treasury Board at their regularly scheduled monthly meetings and the fair value of the position in LGIP is the same as the value of the pool shares (i.e., the LGIP maintains a stable net asset value of \$1 per share). The investment policy specifies that no investment may have a maturity greater than one year from the date of purchase.

The Town has invested bond proceeds subject to rebate of arbitrage earnings in SNAP. SNAP is an open-end management investment company registered with the SEC. SNAP is designed to assist local governments in complying with the arbitrage rebate requirements of the Tax Reform Act of 1986. These programs provide comprehensive investment management, accounting and arbitrage rebate calculation services for proceeds of general obligation and revenue tax-exempt financing of Virginia counties, cities, and towns.

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 2-DEPOSITS AND INVESTMENTS: (CONTINUED)

Investments: (Continued)

Credit Risk:

As required by state statute and by the Town, the Policy requires that commercial paper have a short-term debt rating of no less than "A-1" (or its equivalent) from at least two of the following; Moody's Investors Service, Standard & Poor's, and Fitch Investor's Service, provided that the issuing corporation has a net worth of \$50 million and its long term debt is rated A or better by Moody's and Standard & Poor's. Banker's acceptances and Certificates of Deposit maturing in less than one year must have a short-term debt rating of at least "A-1" by Standard & Poor's and "P-1" by Moody's Investor Service. Open-end investment funds must be registered under the Securities Act of the Commonwealth or the Federal Investment Company Act of 1940, provided that they invest only in securities approved for investment herein. Commonwealth of Virginia and Virginia Local Government Obligations secured by debt service reserve funds not subject to annual appropriation must be rated AA or higher by Moody's or Standard & Poor's. Repurchase agreements require that the counterparty be rated "A" or better by Moody's and Standard & Poor's.

Concentration of Credit Risk:

Although the intent of the Policy is for the Town to diversify its investment portfolio to avoid incurring unreasonable risks regarding (i) security type, (ii) individual financial institution or issuing entity, and (iii) maturity, the Policy places no limit on the amount the Town may invest in any one issuer.

At June 30, all of the Town's investments were held in LGIP. All investments were rated AAAM by Standard & Poor's.

	<u>Fair Value</u>
Investments:	
LGIP	\$ 25,796
Deposits	<u>12,436,240</u>
 Total deposits and investments	 <u>\$ 12,462,036</u>

Reconciliation to Statement of Net Position - Exhibit 1:

Primary government:	
Cash and cash equivalents, excluding \$300 cash on hand	\$ 12,400,549
Cash and cash equivalents, restricted	35,957
Discretely presented component unit:	
Cash and cash equivalents	<u>25,530</u>
 Total deposits and investments	 <u>\$ 12,462,036</u>

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements As of June 30, 2014 (Continued)

NOTE 2—DEPOSITS AND INVESTMENTS: (CONTINUED)

Investments: (Continued)

External Investment Pools

The fair value of the positions in the external investment pools (Local Government Investment Pool and State Non-Arbitrage Pool) is the same as the value of the pool shares. As LGIP is not SEC registered, regulatory oversight of the pools rests with the Virginia State Treasury. LGIP maintains a policy to operate in a manner consistent with SEC Rule 2a-7.

Interest Rate Risk:

The Policy limits certain investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. Agency securities purchased must mature within five years of the date of purchase. Prime commercial paper must mature within 270 days of the date of purchase and banker's acceptances must mature within 180 days of the date of purchase. The Town is only invested in LGIP at year end, in which funds are readily available.

Custodial Credit Risk:

The Policy requires that all investment securities purchased by the Town be held in safekeeping by a third party and evidenced by safekeeping receipts. As required by the *Code of Virginia*, all security holdings with maturities over 30 days may not be held in safekeeping with the "counterparty" to the investment transaction. As of June 30, the Town has no investments subject to custodial credit risk.

Restricted Amounts:

Restricted cash and cash equivalents consist of CDBG Loan Pool.

NOTE 3—RECEIVABLES:

Receivables are as follows:

	<u>General</u>	<u>Water and Sewer</u>	<u>Total</u>
Receivables			
Taxes	\$ 54,097	\$ -	\$ 54,097
Accounts	<u>112,757</u>	<u>320,842</u>	<u>433,599</u>
Gross receivables	\$ 166,854	\$ 320,842	\$ 487,696
Less: allowance for uncollectibles	<u>(15,420)</u>	<u>-</u>	<u>(15,420)</u>
Net receivables	<u>\$ 151,434</u>	<u>\$ 320,842</u>	<u>\$ 472,276</u>

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 4-INTERFUND TRANSFERS:

The composition of interfund transfers is as follows:

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	\$ -	\$ 83,000
Water and Sewer Fund	<u>83,000</u>	<u>-</u>
Total	<u>\$ 83,000</u>	<u>\$ 83,000</u>

Transfers are used to help fund water and sewer operations in accordance with budgeting authorization.

NOTE 5-DUE FROM OTHER GOVERNMENTS:

Amounts due from other governments are as follows:

	<u>Primary Government</u>
Commonwealth of Virginia:	
Personal property tax relief	\$ 26,900
Railroad rolling stock	19,056
Local sales taxes	25,580
Communication taxes	6,889
State fire grant	1,361
Rental tax	45
Mass transit	2,200
Federal Government:	
Mass transit	19,834
T-21 grant	148,823
LAP grant	<u>9,437</u>
Total	<u>\$ 260,125</u>

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 6—CAPITAL ASSETS:

Capital asset activity for the year was as follows:

	Balance July 1, 2013	Additions	Deletions	Balance June 30, 2014
Governmental Activities:				
Capital assets, not being depreciated:				
Land	\$ 257,486	\$ -	\$ -	\$ 257,486
Construction in Progress	<u>1,919,922</u>	<u>936,082</u>	<u>-</u>	<u>2,856,004</u>
Total capital assets not being depreciated	<u>\$ 2,177,408</u>	<u>\$ 936,082</u>	<u>\$ -</u>	<u>\$ 3,113,490</u>
Capital assets, being depreciated:				
Buildings and improvements	\$ 3,161,577	\$ 18,000	\$ -	\$ 3,179,577
Machinery and equipment	3,241,613	79,120	100,503	3,220,230
Public domain infrastructure	<u>1,838,150</u>	<u>-</u>	<u>-</u>	<u>1,838,150</u>
Total capital assets being depreciated	<u>\$ 8,241,340</u>	<u>\$ 97,120</u>	<u>\$ 100,503</u>	<u>\$ 8,237,957</u>
Less accumulated depreciation for:				
Buildings and improvements	\$ 1,135,580	\$ 87,836	\$ -	\$ 1,223,416
Machinery and equipment	2,337,458	167,838	100,503	2,404,793
Public domain infrastructure	<u>423,283</u>	<u>54,432</u>	<u>-</u>	<u>477,715</u>
Total accumulated depreciation	<u>\$ 3,896,321</u>	<u>\$ 310,106</u>	<u>\$ 100,503</u>	<u>\$ 4,105,924</u>
Total capital assets being depreciated, net	<u>\$ 4,345,019</u>	<u>\$ (212,986)</u>	<u>\$ -</u>	<u>\$ 4,132,033</u>
Governmental activities capital assets, net	<u>\$ 6,522,427</u>	<u>\$ 723,096</u>	<u>\$ -</u>	<u>\$ 7,245,523</u>

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 6-CAPITAL ASSETS: (CONTINUED)

	Balance July 1, 2013	Additions	Deletions	Balance June 30, 2014
Business-Type Activities:				
Capital assets, not being depreciated:				
Construction in Progress	\$ 1,189,158	\$ 784,979	\$ -	\$ 1,974,137
Total capital assets not being depreciated	\$ 1,189,158	\$ 784,979	\$ -	\$ 1,974,137
Capital assets, being depreciated:				
Distributions and transmission systems	\$ 11,624,720	\$ -	\$ -	\$ 11,624,720
Water and sewer plants	13,090,320	51,483	-	13,141,803
Machinery and equipment	2,063,156	51,724	-	2,114,880
Total capital assets being depreciated	\$ 26,778,196	\$ 103,207	\$ -	\$ 26,881,403
Less accumulated depreciation	\$ 15,100,437	\$ 709,287	\$ -	\$ 15,809,724
Total capital assets being depreciated, net	\$ 11,677,759	\$ (606,080)	\$ -	\$ 11,071,679
Net capital assets	\$ 12,866,917	\$ 178,899	\$ -	\$ 13,045,816

Depreciation expense was charged to functions/programs as follows:

Governmental activities:	
General government administration	\$ 36,647
Public safety	50,803
Public works	152,685
Parks, recreation and cultural	69,971
Total governmental activities	\$ 310,106
Business-type activities:	
Water and sewer	\$ 709,287
Total business-type activities	\$ 709,287

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 7—LONG-TERM OBLIGATIONS:

The following is a summary of changes in long-term obligations for the year:

	<u>Balance July 1, 2013</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance June 30, 2014</u>	<u>Amounts Due Within One Year</u>
Governmental Activities:					
Compensated absences	\$ <u>144,479</u>	\$ <u>-</u>	\$ <u>3,583</u>	\$ <u>140,896</u>	\$ <u>105,672</u>
Total Governmental Activities	\$ <u>144,479</u>	\$ <u>-</u>	\$ <u>3,583</u>	\$ <u>140,896</u>	\$ <u>105,672</u>
Business-Type Activities:					
Compensated absences	\$ <u>55,179</u>	\$ <u>1,727</u>	\$ <u>-</u>	\$ <u>56,906</u>	\$ <u>42,679</u>
Total Business-Type Activities	\$ <u>55,179</u>	\$ <u>1,727</u>	\$ <u>-</u>	\$ <u>56,906</u>	\$ <u>42,679</u>
Total Primary Government	\$ <u>199,658</u>	\$ <u>1,727</u>	\$ <u>3,583</u>	\$ <u>197,802</u>	\$ <u>148,351</u>

NOTE 8—ENVIRONMENTAL REMEDIATION:

The Department of Environmental Quality (DEQ) has designated the Town a potential responsible party for cleanup of PCBs on certain Town owned property. There are several courses of action that the Town is considering to remedy the situation, with estimated costs ranging from \$750,000 to \$4,000,000. Management has submitted plans for the \$750,000 option to the DEQ. The estimated liability is based on the DEQ accepting this remedy proposed by the Town. If the DEQ does not accept the remedy, the actual costs may be more or less depending on their decision. The Town anticipates completing the project during fiscal year 2015 or 2016.

NOTE 9—PENSION PLAN:

A. Plan Description

Name of Plan: Virginia Retirement System (VRS)
Identification of Plan: Agent and Cost-Sharing Multiple-Employer Pension Plan
Administering Entity: Virginia Retirement System (System)

All full-time, salaried permanent (professional) employees of public school divisions and employees of participating employers are automatically covered by VRS upon employment. Members earn one month of service credit for each month they are employed and they and their employer are paying contributions to VRS. Members are eligible to purchase prior public service, active duty military service, certain periods of leave and previously refunded VRS service as service credit in their plan.

NOTE 9—PENSION PLAN:

A. Plan Description (Continued)

Within the VRS Plan, the System administers three different benefit plans for local government employees - Plan 1, Plan 2, and, Hybrid. Each plan has different eligibility and benefit structures as set out below:

VRS – PLAN 1

1. **Plan Overview** - VRS Plan 1 is a defined benefit plan. The retirement benefit is based on a member's age, creditable service and average final compensation at retirement using a formula. Employees are eligible for VRS Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013.
2. **Eligible Members** - Employees are in VRS Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013.
3. **Hybrid Opt-In Election** - VRS non-hazardous duty covered Plan 1 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014.

The Hybrid Retirement Plan's effective date for eligible VRS Plan 1 members who opted in was July 1, 2014.

If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.

Members who were eligible for an optional retirement plan (ORP) and had prior service under VRS Plan 1 were not eligible to elect the Hybrid Retirement Plan and remain as VRS Plan 1 or ORP.

4. **Retirement Contributions** - Members contribute up to 5% of their compensation each month to their member contribution account through a pre-tax salary reduction. Some school divisions and political subdivisions elected to phase in the required 5% member contribution; all employees will be paying the full 5% by July 1, 2016. Member contributions are tax-deferred until they are withdrawn as part of a retirement benefit or as a refund. The employer makes a separate actuarially determined contribution to VRS for all covered employees. VRS invests both member and employer contributions to provide funding for the future benefit payment.
5. **Creditable Service** - Creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

VRS – PLAN 1 (CONTINUED)

6. **Vesting** - Vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members become vested when they have at least five years (60 months) of creditable service. Vesting means members are eligible to qualify for retirement if they meet the age and service requirements for their plan. Members also must be vested to receive a full refund of their member contribution account balance if they leave employment and request a refund.

Members are always 100% vested in the contributions that they make.

7. **Calculating the Benefit** - The Basic Benefit is calculated based on a formula using the member's average final compensation, a retirement multiplier and total service credit at retirement. It is one of the benefit payout options available to a member at retirement.

An early retirement reduction factor is applied to the Basic Benefit if the member retires with a reduced retirement benefit or selects a benefit payout option other than the Basic Benefit.

8. **Average Final Compensation** - A member's average final compensation is the average of the 36 consecutive months of highest compensation as a covered employee.

9. **Service Retirement Multiplier** - The retirement multiplier is a factor used in the formula to determine a final retirement benefit. The retirement multiplier for non-hazardous duty members is 1.7%. The retirement multiplier for sheriffs and regional jail superintendents is 1.85%. The retirement multiplier of eligible political subdivision hazardous duty employees other than sheriffs and regional jail superintendents is 1.7% or 1.85% as elected by the employer.

10. **Normal Retirement Age** - Age 65.

11. **Earliest Unreduced Retirement Eligibility** - Members who are not in hazardous duty positions are eligible for an unreduced retirement benefit at age 65 with at least five years (60 months) of creditable service or at age 50 with at least 30 years of creditable service.

Hazardous duty members are eligible for an unreduced retirement benefit at age 60 with at least five years of creditable service or age 50 with at least 25 years of creditable service.

12. **Earliest Reduced Retirement Eligibility** - Members may retire with a reduced benefit as early as age 55 with at least five years (60 months) of creditable service or age 50 with at least 10 years of creditable service.

13. **Cost-of-Living Adjustment (COLA) in Retirement** - The Cost-of-Living Adjustment (COLA) matches the first 3% increase in the Consumer Price Index for all Urban Consumers (CPI-U) and half of any additional increase (up to 4%) up to a maximum COLA of 5%.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

VRS – PLAN 1 (CONTINUED)

14. **Eligibility** - For members who retire with an unreduced benefit or with a reduced benefit with at least 20 years of creditable service, the COLA will go into effect on July 1 after one full calendar year from the retirement date.

For members who retire with a reduced benefit and who have less than 20 years of creditable service, the COLA will go into effect on July 1 after one calendar year following the unreduced retirement eligibility date.

15. **Exceptions to COLA Effective Dates** - The COLA is effective July 1 following one full calendar year (January 1 to December 31) under any of the following circumstances:

- The member is within five years of qualifying for an unreduced retirement benefit as of January 1, 2013.
- The member retires on disability.
- The member retires directly from short-term or long-term disability under the Virginia Sickness and Disability Program (VSDP).
- The member is involuntarily separated from employment for causes other than job performance or misconduct and is eligible to retire under the Workforce Transition Act or the Transitional Benefits Program.
- The member dies in service and the member's survivor or beneficiary is eligible for a monthly death-in-service benefit. The COLA will go into effect on July 1 following one full calendar year (January 1 to December 31) from the date the monthly benefit begins.

16. **Disability Coverage** - Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.7% on all service, regardless of when it was earned, purchased or granted.

Most state employees are covered under the Virginia Sickness and Disability Program (VSDP), and are not eligible for disability retirement.

VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.

17. **Purchase of Prior Service** - Members may be eligible to purchase service from previous public employment, active duty military service, an eligible period of leave or VRS refunded service as creditable service in their plan. Prior creditable service counts toward vesting, eligibility for retirement and the health insurance credit. Only active members are eligible to purchase prior service. When buying service, members must purchase their most recent period of service first. Members also may be eligible to purchase periods of leave without pay.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

VRS – PLAN 2

1. **Plan Overview** - VRS Plan 2 is a defined benefit plan. The retirement benefit is based on a member's age, creditable service and average final compensation at retirement using a formula. Employees are eligible for VRS Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.
2. **Eligible Members** - Employees are in VRS Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.
3. **Hybrid Opt-In Election** - VRS Plan 2 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014.

The Hybrid Retirement Plan's effective date for eligible VRS Plan 2 members who opted in was July 1, 2014.

If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.

Members who were eligible for an optional retirement plan (ORP) and have prior service under VRS Plan 2 were not eligible to elect the Hybrid Retirement Plan and remain as VRS Plan 2 or ORP.

4. **Retirement Contributions** - Same as VRS Plan 1—Refer to Section 4.
5. **Creditable Service** - Same as VRS Plan 1— Refer to Section 5.
6. **Vesting** - Same as VRS Plan 1—Refer to Section 6.
7. **Calculating the Benefit** - Same as VRS Plan 1—Refer to Section 7.
8. **Average Final Compensation** - A member's average final compensation is the average of their 60 consecutive months of highest compensation as a covered employee.
9. **Service Retirement Multiplier** - Same as Plan 1 for service earned, purchased or granted prior to January 1, 2013. For non-hazardous duty members the retirement multiplier is 1.65% for creditable service earned, purchased or granted on or after January 1, 2013.
10. **Normal Retirement Age** - Normal Social Security retirement age.
11. **Earliest Unreduced Retirement Eligibility** - Members who are not in hazardous duty positions are eligible for an unreduced retirement benefit when they reach normal Social Security retirement age and have at least five years (60 months) of creditable service or when their age and service equal 90.

Hazardous duty members are eligible for an unreduced retirement benefit at age 60 with at least five years of creditable service or age 50 with at least 25 years of creditable service.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

VRS – PLAN 2 (CONTINUED)

12. **Earliest Reduced Retirement Eligibility** - Members may retire with a reduced benefit as early as age 60 with at least five years (60 months) of creditable service.
13. **Cost-of-Living Adjustment (COLA) in Retirement** - The Cost-of-Living Adjustment (COLA) matches the first 2% increase in the CPI-U and half of any additional increase (up to 2%), for a maximum COLA of 3%.
14. **Eligibility** - Same as VRS Plan 1—Refer to Section 14.
15. **Exceptions to COLA Effective Dates** - Same as VRS Plan 1—Refer to Section 15.
16. **Disability Coverage** - Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.65% on all service, regardless of when it was earned, purchased or granted.

Most state employees are covered under the Virginia Sickness and Disability Program (VSDP), and are not eligible for disability retirement.

VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.
17. **Purchase of Prior Service** - Same as VRS Plan 1—Refer to Section 17.

HYBRID RETIREMENT PLAN

1. **Plan Overview** - The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan. Most members hired on or after January 1, 2014 are in this plan, as well as VRS Plan 1 and VRS Plan 2 members who were eligible and opted into the plan during a special election window. (See “Eligible Members”)
 - The defined benefit is based on a member’s age, creditable service and average final compensation at retirement using a formula.
 - The benefit from the defined contribution component of the plan depends on the member and employer contributions made to the plan and the investment performance of those contributions.
 - In addition to the monthly benefit payment payable from the defined benefit plan at retirement, a member may start receiving distributions from the balance in the defined contribution account, reflecting the contributions, investment gains or losses, and any required fees.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

HYBRID RETIREMENT PLAN (CONTINUED)

2. **Eligible Members** - Employees are in the Hybrid Retirement Plan if their membership date is on or after January 1, 2014. This includes:
- State employees*
 - School division employees
 - Political subdivision employees*
 - Judges appointed or elected to an original term on or after January 1, 2014
 - Members in VRS Plan 1 or VRS Plan 2 who elected to opt into the plan during the election window held January 1-April 30, 2014; the plan's effective date for opt-in members was July 1, 2014
3. ***Non-Eligible Members** - Some employees are not eligible to participate in the Hybrid Retirement Plan. They include:
- Members of the State Police Officers' Retirement System (SPORS)
 - Members of the Virginia Law Officers' Retirement System (VaLORS)
 - Political subdivision employees who are covered by enhanced benefits for hazardous duty employees

Those employees eligible for an optional retirement plan (ORP) must elect the ORP plan or the Hybrid Retirement Plan. If these members have prior service under VRS Plan 1 or VRS Plan 2, they are not eligible to elect the Hybrid Retirement Plan and must select VRS Plan 1 or VRS Plan 2 (as applicable) or ORP.

4. **Retirement Contributions** - A member's retirement benefit is funded through mandatory and voluntary contributions made by the member and the employer to both the defined benefit and the defined contribution components of the plan. Mandatory contributions are based on a percentage of the employee's creditable compensation and are required from both the member and the employer. Additionally, members may choose to make voluntary contributions to the defined contribution component of the plan, and the employer is required to match those voluntary contributions according to specified percentages.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

HYBRID RETIREMENT PLAN (CONTINUED)

5. Creditable Service

Defined Benefit Component - Under the defined benefit component of the plan, creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.

Defined Contribution Component - Under the defined contribution component, creditable service is used to determine vesting for the employer contribution portion of the plan.

6. Vesting

Defined Benefit Component - Defined benefit vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members are vested under the defined benefit component of the Hybrid Retirement Plan when they reach five years (60 months) of creditable service. VRS Plan 1 or VRS Plan 2 members with at least five years (60 months) of creditable service who opted into the Hybrid Retirement Plan remain vested in the defined benefit component.

Defined Contribution Component - Defined contribution vesting refers to the minimum length of service a member needs to be eligible to withdraw the employer contributions from the defined contribution component of the plan.

Members are always 100% vested in the contributions that they make.

Upon retirement or leaving covered employment, a member is eligible to withdraw a percentage of employer contributions to the defined contribution component of the plan, based on service.

- After two years, a member is 50% vested and may withdraw 50% of employer contributions.
- After three years, a member is 75% vested and may withdraw 75% of employer contributions.
- After four or more years, a member is 100% vested and may withdraw 100% of employer contributions.

Distribution is not required by law until age 70½.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

HYBRID RETIREMENT PLAN (CONTINUED)

7. Calculating the Benefit

Defined Benefit Component - Same as VRS Plan 1—Refer to Section 7.

Defined Contribution Component - The benefit is based on contributions made by the member and any matching contributions made by the employer, plus net investment earnings on those contributions.

8. Average Final Compensation - Same as VRS Plan 2—Refer to Section 8. It is used in the retirement formula for the defined benefit component of the plan.

9. Service Retirement Multiplier - The retirement multiplier is 1.0%.

For members that opted into the Hybrid Retirement Plan from VRS Plan 1 or VRS Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans.

10. Normal Retirement Age

Defined Benefit Component - Same as VRS Plan 2—Refer to Section 10.

Defined Contribution Component - Members are eligible to receive distributions upon leaving employment, subject to restrictions.

11. Earliest Unreduced Retirement Eligibility

Defined Benefit Component - Members are eligible for an unreduced retirement benefit when they reach normal Social Security retirement age and have at least five years (60 months) of creditable service or when their age and service equal 90.

Defined Contribution Component - Members are eligible to receive distributions upon leaving employment, subject to restrictions.

12. Earliest Reduced Retirement Eligibility

Defined Benefit Component - Members may retire with a reduced benefit as early as age 60 with at least five years (60 months) of creditable service.

Defined Contribution Component - Members are eligible to receive distributions upon leaving employment, subject to restrictions.

NOTE 9—PENSION PLAN: (CONTINUED)

A. Plan Description (Continued)

HYBRID RETIREMENT PLAN (CONTINUED)

13. Cost-of-Living Adjustment (COLA) in Retirement

Defined Benefit Component - Same as VRS Plan 2—Refer to Section 13.

Defined Contribution Component - Not Applicable.

14. Eligibility - Same as VRS Plan 1 and VRS Plan 2—Refer to Section 14.

15. Exceptions to COLA Effective Dates - Same as VRS Plan 1 and VRS Plan 2—Refer to Section 15.

16. Disability Coverage - Eligible political subdivision and school division members (including VRS Plan 1 and VRS Plan 2 opt-ins) participate in the Virginia Local Disability Program (VLDP) unless their local governing body provides an employer-paid comparable program for its members.

State employees (including VRS Plan 1 and VRS Plan 2 opt-ins) participating in the Hybrid Retirement Plan are covered under the Virginia Sickness and Disability Program (VSDP), and are not eligible for disability retirement.

Hybrid members (including VRS Plan 1 and VRS Plan 2 opt-ins) covered under VSDP or VLDP are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.

17. Purchase of Prior Service

Defined Benefit Component - Same as VRS Plan 1 and VRS Plan 2—Refer to Section 17.

Defined Contribution Component - Not Applicable.

The System issues a publicly available comprehensive annual financial report that includes financial statements and required supplementary information for VRS. A copy of the most recent report may be obtained from the VRS website at <http://www.varetire.org/Pdf/Publications/2013-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

B. Funding Policy

Plan members are required by Title 51.1 of the Code of Virginia (1950), as amended, to contribute 5.00% of their compensation toward their retirement. All or part of the 5.00% member contribution may be assumed by the employer. Beginning July 1, 2012 new employees were required to pay the 5% member contribution. In addition, for existing employees, employers were required to begin making the employee pay the 5% member contribution. This could be phased in over a period up to 5 years and the employer is required to provide a salary increase equal to the amount of the increase in the employee-paid member contribution. In addition, the Town is required to contribute the remaining amounts necessary to fund its participation in the VRS using the actuarial basis specified by the Code of Virginia and approved by the VRS Board of Trustees. The Town's contribution rate for the fiscal year ended 2014 was 11.04% of annual covered payroll.

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 9—PENSION PLAN: (CONTINUED)

C. Annual Pension Cost

For fiscal year 2014, the Town's annual pension cost of \$234,784 was equal to the Town's required and actual contributions.

Three-Year Trend Information for the Town:

Fiscal Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
June 30, 2014	\$ 234,784	100%	\$ -
June 30, 2013	246,228	100%	-
June 30, 2012	120,132	100%	-

The FY 2014 required contribution was determined as part of the June 30, 2011 actuarial valuation using the entry age actuarial cost method. The actuarial assumptions at June 30, 2011 included (a) an investment rate of return (net of administrative expenses) of 7.00%, (b) projected salary increases ranging from 3.75% to 5.60% per year for general government employees, 3.75% to 6.20% per year for teachers, and 3.50% to 4.75% for employees eligible for enhanced benefits available to law enforcement officers, firefighters, and sheriffs, and (c) a cost-of-living adjustment of 2.50% per year for Plan 1 employees and 2.25% for Plan 2 employees. Both the investment rate of return and the projected salary increases include an inflation component of 2.50%. The actuarial value of the Town's assets is equal to the modified market value of assets. This method uses techniques that smooth the effects of short-term volatility in the market value of assets over a five-year period. The Town's unfunded actuarial accrued liability is being amortized as a level percentage of projected payrolls on an open basis. The remaining amortization period at June 30, 2011 for the Unfunded Actuarial Accrued Liability (UAAL) was 30 years.

D. Funding Status and Progress

As of June 30, 2013, the most recent actuarial valuation date, the Town's plan was 83.45% funded. The actuarial accrued liability for benefits was \$9,442,743, and the actuarial value of assets was \$7,880,301, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,562,442. The covered payroll (annual payroll of active employees covered by the plan) was \$2,128,844 and ratio of the UAAL to the covered payroll was 73.39%.

The schedule of funding progress, presented as Required Supplementary Information (RSI) following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability (AAL) for benefits.

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements As of June 30, 2014 (Continued)

NOTE 10–SERVICE CONTRACTS:

Sewage Contract

The Town is party to a 1991 contract with the Town of Hurt. The Town of Hurt made a capital contribution of \$325,000 to be used for expansion of a wastewater treatment plant. In exchange for the capital contribution, the Town contracted to provide sewage services for an indefinite period to an industrial park within the Town of Hurt. The contract provides that these services will be provided at the same rate the Town charges other customers for similar services.

NOTE 11–PROPERTY TAXES:

The major sources of property taxes are real estate and personal property. Assessments are the responsibility of Campbell County, while billing and collection are the Town's responsibilities. Property taxes are levied annually on assessed values as of January 1 and are due by December 5 each year. Personal property taxes do not create a lien on property. The annual assessment for real estate is based on 100% of the assessed fair market value. A penalty of ten percent of the unpaid tax is due for late payment. Interest is accrued at ten percent for the initial year of delinquency, and thereafter at the maximum annual rate authorized by the *Internal Revenue Code* Section 6621(b). The effective tax rates per \$100 of assessed value for the year ended June 30 were as follows:

Real estate	\$	0.16
Personal property	\$	2.00
Machinery and tools	\$	2.00

NOTE 12–RISK MANAGEMENT:

The Town is insured for Workers' Compensation, General Liability, Health, and other risks.

Workers' Compensation Insurance is provided through the Virginia Municipal League. During 2012-2013, total premiums paid were approximately \$44,829. Benefits are those afforded through Commonwealth of Virginia as outlined in the *Code of Virginia* Section 65.2-100; premiums are based upon covered payroll, job rates, and claims experience.

General liability and other insurance is provided through policies with the Virginia Municipal League. General liability and business automobile coverage have a \$1,000,000 limit per occurrence. Boiler and machinery has a \$5,000,000 limit. Property insurance is covered per statement of values and is approximately \$25,000,000. Police professional liability and public officials' liability insurance with a \$1,000,000 limit are covered through a policy with the Commonwealth of Virginia. Total premiums paid for the year ended June 30, 2014 were approximately \$68,146.

Healthcare coverage for employees is provided through a policy with Anthem. The Town contributes a percentage of the required premium amount for single coverage for each employee. The Town also pays a percentage of the coverage for dependents and spouses of employees. Total premiums paid for the year ended June 30, 2014 were approximately \$231,565.

There were no significant reductions in insurance coverages from the prior year and no settlements that exceeded the amount of insurance coverage during the last three fiscal years.

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 13–MAJOR CUSTOMERS/TAXPAYERS:

During fiscal year 2014, approximately 71% of general property taxes and 79% of enterprise fund operating revenue were generated by five customers.

NOTE 14–FUND BALANCE:

Fund balance is classified as nonspendable, restricted, committed, assigned and/or unassigned based primarily on the extent to which the Town is bound to observe constraints imposed upon the use of the resources in the governmental funds. The constraints placed on fund balance for the general fund are presented below:

<u>Category</u>	<u>General Fund</u>
Nonspendable:	
Prepaid Expenditures	\$ 24,912
Inventory	57,688
	<hr/>
Total Nonspendable	\$ 82,600
	<hr/>
Restricted:	
Public Works	\$ 534,500
Community Development	47,698
Public Safety	17,441
	<hr/>
Total Restricted	\$ 599,639
	<hr/>
Committed:	
Community Development	\$ 288,647
Public Works	500,610
Other Capital Projects	3,082,743
	<hr/>
Total Committed	\$ 3,872,000
	<hr/>
Unassigned	\$ 6,918,374
	<hr/>
Total Fund Balance	\$ 11,472,613
	<hr/>

TOWN OF ALTAVISTA, VIRGINIA

Notes to Financial Statements
As of June 30, 2014 (Continued)

NOTE 15–PENDING GASB STATEMENTS:

The GASB has issued Statement No. 68, “Accounting and Financial Reporting for Pensions; an amendment of GASB Statement No. 27.” This Statement replaces the requirements of Statements No. 27 and No. 50 related to pension plans that are administered through trusts or equivalent arrangements. The requirements of Statements No. 27 and No. 50 remain applicable for pensions that are not administered as trusts or equivalent arrangements. The requirements of this Statement are effective for financial statements for fiscal years beginning after June 15, 2014. The Town believes the implementation of Statement No. 68 will significantly impact the Town’s net position; however, no formal study or estimate of the impact of this standard has been performed.

NOTE 16–LITIGATION:

At June 30, 2014, there were no matters of litigation involving the Town for which would materially affect the Town’s financial position should any court decisions on pending matters not be favorable to the Town.

NOTE 17–CONSTRUCTION COMMITMENTS:

The Town had the following significant outstanding construction commitments as of June 30, 2014:

<u>Project</u>	<u>Contract Amount</u>	<u>Amount Expended</u>	<u>Amount Outstanding</u>
Main Street and Pittsylvania Intersection Improvements and Downtown Streetscape and Infrastructure Improvements	\$ 2,210,202	\$ 2,088,970	\$ 121,232

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Required Supplementary Information

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Schedule of Revenues, Expenditures, and Changes in Fund Balance
 Budget and Actual - General Fund
 For the Year Ended June 30, 2014

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
General property taxes	\$ 2,145,600	\$ 2,145,600	\$ 2,254,794	\$ 109,194
Other local taxes	1,265,100	1,290,750	1,387,308	96,558
Permits, privilege fees and regulatory licenses	16,000	16,000	16,100	100
Fines and forfeitures	20,200	20,200	16,413	(3,787)
Use of money and property	106,300	108,950	162,759	53,809
Charges for services	8,500	8,500	7,309	(1,191)
Miscellaneous	27,200	77,600	105,612	28,012
Intergovernmental	981,810	2,462,858	1,735,428	(727,430)
Total revenues	<u>\$ 4,570,710</u>	<u>\$ 6,130,458</u>	<u>\$ 5,685,723</u>	<u>\$ (444,735)</u>
Expenditures				
Current:				
General Government Administration	\$ 983,330	\$ 1,009,887	\$ 906,012	\$ 103,875
Public Safety	991,880	1,001,060	807,277	193,783
Public Works	1,697,700	1,966,670	1,410,763	555,907
Parks, Recreation, and Cultural	152,800	147,600	145,437	2,163
Community Development	262,720	193,320	164,926	28,394
Capital Outlay	6,000	1,710,400	896,230	814,170
Total expenditures	<u>\$ 4,094,430</u>	<u>\$ 6,028,937</u>	<u>\$ 4,330,645</u>	<u>\$ 1,698,292</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 476,280</u>	<u>\$ 101,521</u>	<u>\$ 1,355,078</u>	<u>\$ 1,253,557</u>
Other Financing Sources (Uses)				
Transfers in	\$ 31,200	\$ 279,129	\$ -	\$ (279,129)
Transfers out	(507,480)	(507,480)	(83,000)	424,480
Net Transfers	<u>\$ (476,280)</u>	<u>\$ (228,351)</u>	<u>\$ (83,000)</u>	<u>\$ 145,351</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ (126,830)</u>	<u>\$ 1,272,078</u>	<u>\$ 1,398,908</u>
Fund balance, beginning of year	<u>-</u>	<u>126,830</u>	<u>10,200,535</u>	<u>10,073,705</u>
Fund balance, end of year	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 11,472,613</u></u>	<u><u>\$ 11,472,613</u></u>

The budgetary data presented above is on the modified accrual basis of accounting which is in accordance with generally accepted accounting principles.

Schedule of Funding Progress for Pension Plan
Last Three Fiscal Years

Actuarial Valuation Date	Actuarial Value of Assets (AVA) (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded Actuarial Accrued Liability (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a % of Covered Payroll ((b-a)/c)
June 30, 2013	\$ 7,880,301	\$ 9,442,743	\$ 1,562,442	83.45%	\$ 2,128,844	73.39%
June 30, 2012	7,679,879	9,381,859	1,701,980	81.86%	2,059,807	82.63%
June 30, 2011	7,792,366	8,889,421	1,097,055	87.66%	2,063,637	53.16%

Schedule of Changes in Assets and Liabilities
 Agency Fund
 For the Year Ended June 30, 2014

	<u>Balance Beginning of Year</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance End of Year</u>
War Memorial Donation Fund:				
Assets:				
Cash and cash equivalents	\$ <u> -</u>	\$ <u> 8,009</u>	\$ <u> 6,378</u>	\$ <u> 1,631</u>
Total assets	\$ <u> -</u>	\$ <u> 8,009</u>	\$ <u> 6,378</u>	\$ <u> 1,631</u>
Liabilities:				
Amounts held for others	\$ <u> -</u>	\$ <u> 8,009</u>	\$ <u> 6,378</u>	\$ <u> 1,631</u>
Total liabilities	\$ <u> -</u>	\$ <u> 8,009</u>	\$ <u> 6,378</u>	\$ <u> 1,631</u>

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Other Supplementary Information

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Supporting Schedules

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Discretely Presented Component Unit -
Altavista Economic Development Authority
Statement of Net Position
Proprietary Fund
At June 30, 2014

Assets:

Current assets:

Cash and cash equivalents	\$	25,530
Due from primary government		<u>36,377</u>
Total current assets	\$	<u>61,907</u>
Total assets	\$	<u><u>61,907</u></u>

Liabilities:

Current liabilities:

Accounts payable and accrued liabilities	\$	<u>102,000</u>
Total liabilities	\$	<u>102,000</u>

Net Position:

Unrestricted	\$	<u>(40,093)</u>
Total net position	\$	<u>(40,093)</u>
Total liabilities and net position	\$	<u><u>61,907</u></u>

Discretely Presented Component Unit -
 Altavista Economic Development Authority
 Statement of Revenues, Expenses, and Changes in Net Position
 Proprietary Fund
 For the Year Ended June 30, 2014

Operating expenses:

Other expenses	\$	<u>57,026</u>
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Total operating expenses	\$	<u>57,026</u>
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Operating income (loss)	\$	<u>(57,026)</u>
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Nonoperating revenues (expenses):

Contributions from primary government	\$	10,000
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Interest income		<u>138</u>
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Net nonoperating revenues (expenses)	\$	<u>10,138</u>
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Change in net position	\$	(46,888)
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Net position, beginning of year		<u>6,795</u>
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Net position, end of year	\$	<u><u>(40,093)</u></u>
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Discretely Presented Component Unit -
 Altavista Economic Development Authority
 Statement of Cash Flows
 Proprietary Fund
 For the Year Ended June 30, 2014

Cash flows from operating activities:	
Payments for performance incentive grants	\$ (10,000)
Payments for other expenses	<u>(57,026)</u>
Net cash provided by (used for) operating activities	\$ <u>(67,026)</u>
Cash flows from investing activities:	
Interest income	\$ <u>42</u>
Net cash provided by investing activities	\$ <u>42</u>
Increase (decrease) in cash and cash equivalents	\$ (66,984)
Cash and cash equivalents at beginning of year	<u>92,514</u>
Cash and cash equivalents at end of year	\$ <u><u>25,530</u></u>
Reconciliation of operating income (loss) to net cash provided by (used for) operating activities:	
Operating income (loss)	\$ (57,026)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operations:	
Changes in operating assets and liabilities:	
(Increase)/Decrease in accounts payable and accrued liabilities	<u>(10,000)</u>
Net cash provided by (used for) operating activities	\$ <u><u>(67,026)</u></u>

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Statistical Information

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General Government Revenues by Source (1)
Last Ten Fiscal Years

Fiscal Year	General Property Taxes	Other Local Taxes	Permits, Privilege Fees & Regulatory Licenses	Fines & Forfeitures	Revenues from the Use of Money & Property	Miscellaneous	Inter-governmental	Total
2013-14	\$ 2,254,794	\$ 1,387,308	\$ 16,100	\$ 16,413	\$ 162,759	\$ 112,921	\$ 1,735,428	\$ 5,685,723
2012-13	2,160,291	1,392,295	21,770	33,736	137,327	73,607	1,281,712	5,100,738
2011-12	2,150,003	1,316,552	16,915	28,577	98,531	70,521	1,412,204	5,093,303
2010-11	2,198,629	1,346,196	1,160	14,942	39,371	143,427	2,016,179	5,759,904
2009-10	2,162,977	1,319,767	660	9,747	78,263	151,693	1,258,475	4,981,582
2008-09	2,047,392	1,325,078	870	10,933	161,059	208,274	1,026,344	4,779,950
2007-08	1,995,533	1,297,749	718	11,035	288,709	178,839	820,474	4,593,057
2006-07	1,979,013	1,285,877	10,488	24,882	305,232	195,269	808,547	4,609,308
2005-06	1,942,439	1,137,224	18,008	31,277	193,301	145,564	833,324	4,301,137
2004-05	1,689,246	1,108,255	17,604	16,812	126,926	185,707	774,876	3,919,426

(1) Consists solely of general fund revenues.

General Government Expenditures by Function (1)
Last Ten Fiscal Years

Fiscal Year	General Administration	Public Safety	Public Works	Recreation and Cultural	Community Development (2)	Capital Outlay	Debt Service	Total
2013-14	\$ 906,012	\$ 807,277	\$ 1,410,763	\$ 145,437	\$ 164,926	\$ 896,230	-	\$ 4,330,645
2012-13	913,188	908,466	1,425,426	171,119	75,732	316,366	56,571	3,866,868
2011-12	942,180	1,536,328	1,816,541	260,844	-	595,155	292,356	5,443,404
2010-11	798,637	965,170	1,092,989	287,332	-	1,654,469	82,770	4,881,367
2009-10	873,090	809,229	1,100,745	407,280	-	1,000,165	82,771	4,273,280
2008-09	843,025	812,925	1,310,206	359,546	-	368,475	81,778	3,775,955
2007-08	862,765	801,058	1,469,131	266,062	-	291,182	81,778	3,771,976
2006-07	912,491	742,332	1,199,129	265,425	-	953,788	62,873	4,136,038
2005-06	840,103	826,763	1,474,907	284,406	-	475,640	-	3,901,819
2004-05	808,124	913,427	1,192,425	270,556	-	508,258	10,018	3,702,808

(1) Consists solely of general fund expenditures.

(2) Economic Development was a new department in 2012-2013.

Computation of Legal Debt Limit
June 30, 2014

Assessed value of real estate, January 1, 2013	\$ 259,713,665
Legal debt limit, (10% of \$259,713,665)	\$ 25,971,367
Total bonded debt	-
Legal debt margin	\$ 25,971,367

TOWN OF ALTAVISTA, VIRGINIA

**Comparative Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years**

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
Revenues:				
General property taxes	\$ 1,689,246	\$ 1,942,439	\$ 1,979,013	\$ 1,995,533
Other local taxes	1,108,255	1,137,224	1,285,877	1,297,749
Permits, privilege fees and regulatory licenses	17,604	18,008	10,488	718
Fines and forfeitures	16,812	31,277	24,882	11,035
Revenue from use of money and property	129,512	196,789	311,025	293,145
Charges for services	39,586	41,301	22,705	31,516
Miscellaneous	146,121	104,263	172,564	147,325
Intergovernmental	<u>774,876</u>	<u>833,324</u>	<u>808,547</u>	<u>820,474</u>
Total revenues	\$ <u>3,922,012</u>	\$ <u>4,304,625</u>	\$ <u>4,615,101</u>	\$ <u>4,597,495</u>
Expenditures:				
General government administration	\$ 808,124	\$ 840,103	\$ 912,491	\$ 862,765
Public safety	913,427	826,763	742,332	801,058
Public works	1,192,425	1,474,907	1,199,129	1,469,131
Parks, recreation, and cultural	290,742	306,242	289,113	279,008
Community development	-	-	-	-
Capital outlay	600,122	478,476	953,788	291,182
Debt service:				
Principal retirement	9,277	-	41,176	52,374
Interest and other fiscal charges	<u>741</u>	<u>-</u>	<u>21,697</u>	<u>29,404</u>
Total expenditures	\$ <u>3,814,858</u>	\$ <u>3,926,491</u>	\$ <u>4,159,726</u>	\$ <u>3,784,922</u>
Excess (deficiency) of revenues over (under) expenditures	\$ <u>107,154</u>	\$ <u>378,134</u>	\$ <u>455,375</u>	\$ <u>812,573</u>
Other financing sources (uses):				
Transfers in	\$ 147,038	\$ 22,381	\$ 23,622	\$ 172,683
Transfers (out)	(147,038)	(22,381)	(23,622)	(627,776)
Issuance of long-term debt	<u>-</u>	<u>307,303</u>	<u>-</u>	<u>-</u>
Total other financing sources (uses)	\$ <u>-</u>	\$ <u>307,303</u>	\$ <u>-</u>	\$ <u>(455,093)</u>
Special Items:				
Sale of shell building	\$ <u>-</u>	\$ <u>-</u>	\$ <u>288,000</u>	\$ <u>-</u>
Net changes in fund balances	\$ 107,154	\$ 685,437	\$ 743,375	\$ 357,480
Fund balance, beginning	<u>6,884,829</u>	<u>6,991,983</u>	<u>7,677,420</u>	<u>8,420,795</u>
Fund balance, ending	\$ <u><u>6,991,983</u></u>	\$ <u><u>7,677,420</u></u>	\$ <u><u>8,420,795</u></u>	\$ <u><u>8,778,275</u></u>

Table 4

	2009		2010		2011		2012		2013		2014
\$	2,047,392	\$	2,162,977	\$	2,198,629	\$	2,150,003	\$	2,160,291	\$	2,254,794
	1,325,078		1,319,767		1,346,196		1,316,552		1,392,295		1,387,308
	870		660		1,160		16,915		21,770		16,100
	10,933		9,747		14,942		28,577		33,736		16,413
	163,318		78,619		39,371		98,576		137,327		162,759
	35,867		38,614		24,193		5,867		6,652		7,309
	172,407		113,079		119,234		64,654		66,955		105,612
	1,026,344		1,258,475		2,016,179		1,412,204		1,281,712		1,735,428
\$	4,782,209	\$	4,981,938	\$	5,759,904	\$	5,093,348	\$	5,100,738	\$	5,685,723
\$	843,025	\$	873,090	\$	798,637	\$	942,180	\$	913,188	\$	906,012
	812,925		809,229		965,170		1,536,328		908,466		807,277
	1,310,206		1,100,745		1,092,989		1,816,541		1,425,426		1,410,763
	371,936		420,437		308,698		278,255		171,119		145,437
	-		-		-		-		75,732		164,926
	368,475		1,047,267		1,806,852		595,155		316,366		896,230
	55,579		59,614		63,269		280,378		52,870		-
	26,199		23,157		19,501		11,978		3,701		-
\$	3,788,345	\$	4,333,539	\$	5,055,116	\$	5,460,815	\$	3,866,868	\$	4,330,645
\$	993,864	\$	648,399	\$	704,788	\$	(367,467)	\$	1,233,870	\$	1,355,078
\$	17,080	\$	45,947	\$	16,045	\$	577,419	\$	-	\$	-
	(723,300)		(109,151)		(443,145)		(620,819)		(551,270)		(83,000)
	-		-		-		-		-		-
\$	(706,220)	\$	(63,204)	\$	(427,100)	\$	(43,400)	\$	(551,270)	\$	(83,000)
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
\$	287,644	\$	585,195	\$	277,688	\$	(410,867)	\$	682,600	\$	1,272,078
	8,778,275		9,065,919		9,651,114		9,928,802		9,517,935		10,200,535
\$	9,065,919	\$	9,651,114	\$	9,928,802	\$	9,517,935	\$	10,200,535	\$	11,472,613

TOWN OF ALTAVISTA, VIRGINIA

Comparative Statement of Revenues, Expenses, and Changes in Net Position of Proprietary Fund
Last Ten Fiscal Years

	2005	2006	2007	2008
Operating revenues:				
Charges for services	\$ 2,259,650	\$ 2,427,992	\$ 2,524,577	\$ 2,484,361
Other	15,136	44,311	32,678	32,856
Total operating revenues	\$ 2,274,786	\$ 2,472,303	\$ 2,557,255	\$ 2,517,217
Operating expenses:				
Salaries	\$ 531,779	\$ 565,553	\$ 587,689	\$ 561,172
Fringe benefits	141,492	172,321	205,490	197,047
Maintenance	40,683	118,922	61,874	43,469
Utilities	288,933	322,305	330,723	412,723
Materials and supplies	184,884	209,419	291,831	285,238
Sample testing	17,721	6,652	14,670	19,764
Purchase of water	70,693	75,059	90,573	101,972
Other	22,052	5,957	14,039	26,463
Depreciation	594,385	593,660	578,595	594,271
Amortization	683	683	963	1,801
Total operating expenditures	\$ 1,893,305	\$ 2,070,531	\$ 2,176,447	\$ 2,243,920
Operating income (loss)	\$ 381,481	\$ 401,772	\$ 380,808	\$ 273,297
Nonoperating revenues (expenses):				
Interest income	\$ 9,382	\$ 13,268	\$ 65,990	\$ 80,106
Interest expense	(103,729)	(92,567)	(95,647)	(69,197)
Sale of timber	145,944	-	-	-
Environmental remediation	-	-	(250,000)	-
DEQ grant	-	19,200	191,148	-
Total nonoperating revenues (expenses)	\$ 51,597	\$ (60,099)	\$ (88,509)	\$ 10,909
Income (loss) before transfers	\$ 433,078	\$ 341,673	\$ 292,299	\$ 284,206
Transfers in	\$ -	\$ -	\$ -	\$ 455,093
Net changes in net position	\$ 433,078	\$ 341,673	\$ 292,299	\$ 739,299
Net position, beginning	10,322,505	10,755,583	11,097,256	11,389,555
Net position, ending	\$ 10,755,583	\$ 11,097,256	\$ 11,389,555	\$ 12,128,854

Table 5

<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
\$ 2,448,060	\$ 2,357,531	\$ 2,436,783	\$ 2,473,022	\$ 2,490,550	\$ 2,718,048
<u>22,618</u>	<u>43,566</u>	<u>20,901</u>	<u>35,112</u>	<u>34,859</u>	<u>36,534</u>
\$ <u>2,470,678</u>	\$ <u>2,401,097</u>	\$ <u>2,457,684</u>	\$ <u>2,508,134</u>	\$ <u>2,525,409</u>	\$ <u>2,754,582</u>
\$ 744,497	\$ 784,417	\$ 767,291	\$ 784,016	\$ 830,583	\$ 847,398
222,494	226,524	243,451	247,986	262,470	268,289
66,981	78,773	76,241	57,994	43,594	32,722
490,447	389,940	400,263	434,211	413,835	431,410
355,142	322,200	314,191	305,291	294,745	290,007
19,509	13,889	12,111	16,581	17,242	23,847
66,504	2,244	8,110	7,553	4,007	3,910
13,748	13,434	36,468	96,733	51,397	54,120
610,840	624,286	675,160	733,329	713,319	709,287
<u>1,802</u>	<u>4,064</u>	<u>4,064</u>	<u>54,122</u>	<u>-</u>	<u>-</u>
\$ <u>2,591,964</u>	\$ <u>2,459,771</u>	\$ <u>2,537,350</u>	\$ <u>2,737,816</u>	\$ <u>2,631,192</u>	\$ <u>2,660,990</u>
\$ <u>(121,286)</u>	\$ <u>(58,674)</u>	\$ <u>(79,666)</u>	\$ <u>(229,682)</u>	\$ <u>(105,783)</u>	\$ <u>93,592</u>
\$ 66,672	\$ 20,950	\$ 10,911	\$ 4,480	\$ 3,388	\$ 2,376
(96,195)	(131,903)	(107,875)	(60,385)	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>27,292</u>	<u>-</u>	<u>-</u>
\$ <u>(29,523)</u>	\$ <u>(110,953)</u>	\$ <u>(96,964)</u>	\$ <u>(28,613)</u>	\$ <u>3,388</u>	\$ <u>2,376</u>
\$ <u>(150,809)</u>	\$ <u>(169,627)</u>	\$ <u>(176,630)</u>	\$ <u>(258,295)</u>	\$ <u>(102,395)</u>	\$ <u>95,968</u>
\$ <u>706,220</u>	\$ <u>73,161</u>	\$ <u>427,100</u>	\$ <u>43,400</u>	\$ <u>551,270</u>	\$ <u>83,000</u>
\$ 555,411	\$ (96,466)	\$ 250,470	\$ (214,895)	\$ 448,875	\$ 178,968
<u>12,128,854</u>	<u>12,684,265</u>	<u>12,587,799</u>	<u>12,838,169</u>	<u>12,623,374</u>	<u>13,072,249</u>
\$ <u><u>12,684,265</u></u>	\$ <u><u>12,587,799</u></u>	\$ <u><u>12,838,269</u></u>	\$ <u><u>12,623,274</u></u>	\$ <u><u>13,072,249</u></u>	\$ <u><u>13,251,217</u></u>

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Compliance

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ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

**To the Honorable Members of the Town Council
Town of Altavista, Virginia**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the remaining fund information of Town of Altavista, Virginia as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise Town of Altavista, Virginia's basic financial statements, and have issued our report thereon dated September 22, 2014.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Town of Altavista, Virginia's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town of Altavista, Virginia's internal control. Accordingly, we do not express an opinion on the effectiveness of Town of Altavista, Virginia's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying schedule of findings and questioned costs to be a material weakness. Finding 2014-01.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Town of Altavista, Virginia's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Town of Altavista, Virginia's Response to Findings

Town of Altavista, Virginia's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. Town of Altavista, Virginia's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Robinson, Kamm, Cox Associates

Charlottesville, Virginia
September 22, 2014

ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

Independent Auditors' Report on Compliance For Each Major Program and on Internal Control over Compliance Required by OMB Circular A-133

To the Honorable Members of the Town Council
Town of Altavista, Virginia

Report on Compliance for Each Major Federal Program

We have audited Town of Altavista, Virginia's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Town of Altavista, Virginia's major federal programs for the year ended June 30, 2014. Town of Altavista, Virginia's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Town of Altavista, Virginia's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Town of Altavista, Virginia's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Town of Altavista, Virginia's compliance.

Opinion on Each Major Federal Program

In our opinion, Town of Altavista, Virginia complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2014.


Report on Internal Control over Compliance

Management of Town of Altavista, Virginia is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Town of Altavista, Virginia's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Town of Altavista, Virginia's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.


Charlottesville, Virginia
September 22, 2014

TOWN OF ALTAVISTA, VIRGINIA

Schedule of Expenditures of Federal Awards
Year Ended June 30, 2014

<u>Federal Grantor/Pass-Through Grantor/ Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Federal Expenditures</u>
Primary Government:			
Department of Justice:			
Pass-Through Payments:			
Virginia Department of Criminal Justice Services:			
Edward Byrne Memorial Justice Assistance Grant Program	16.738	10DJBX0311	\$ <u>4,538</u>
Department of Transportation:			
Pass-Through Payments:			
Virginia Department of Transportation:			
Highway Planning and Construction	20.205	EN06-162-190,P101,R201,C501	\$ 670,477
Virginia Department of Rail and Public Transportation:			
Formula Grants for Rural Areas	20.509	N/A	<u>74,893</u>
Total Department of Transportation			\$ <u>745,370</u>
Total Expenditures of Federal Awards-Reporting Entity			\$ <u><u>749,908</u></u>

TOWN OF ALTAVISTA, VIRGINIA

Notes to Schedule of Expenditures of Federal Awards
Year Ended June 30, 2014

Note 1 - Basis of Accounting

The accompanying schedule of expenditures of federal awards (the Schedule) includes federal grant activity of Town of Altavista, Virginia under programs of the federal government for the year ended June 30, 2014. The information in this Schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* . Because the Schedule presents only a selected portion of the operations of Town of Altavista, Virginia, it is not intended to and does not present the financial position, changes in net position, or cash flows of Town of Altavista, Virginia.

Note 2 - Summary of Significant Accounting Policies

(1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

(2) Pass-through entity identifying numbers are presented where available.

Note 3 - Relationship to Financial Statements

Federal expenditures, revenues and capital contributions are reported in the Town's basic financial statements as follows:

Intergovernmental federal revenues per the basic financial statements:	
Primary government:	
General Fund	\$ 749,908
Total primary government	\$ 749,908
Total federal expenditures per the Schedule of Expenditures of Federal Awards	
	\$ 749,908

TOWN OF ALTAVISTA, VIRGINIA

Schedule of Findings and Questioned Costs
Year Ended June 30, 2014

Section I - Summary of Auditors' Results

Financial Statements

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	Yes
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Type of auditors' report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Section 510 (a) of OMB Circular A-133?	No

Identification of major programs:

<u>CFDA #</u>	<u>Name of Federal Program or Cluster</u>
20.205	Highway Planning and Construction

Dollar threshold used to distinguish between Type A and Type B programs	\$300,000
Auditee qualified as low-risk auditee?	No

TOWN OF ALTAVISTA, VIRGINIA

Schedule of Findings and Questioned Costs Year Ended June 30, 2014 (Continued)

Section II - Financial Statement Findings

2014-01: Segregation of Duties (Material Weakness)

Criteria:

A key concept of internal controls is the segregation of duties. No one employee should have access to both accounting records and related assets.

Condition:

The Town's current internal control system does not provide adequate segregation of duties over accounting functions.

Cause:

Due to the limited size of the Treasurer's Office, a proper separation of duties has not been established and maintained.

Effect:

There is more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal controls over financial reporting.

Recommendation:

It is recommended that the Town establish a proper separation of duties.

Management's Response:

Management feels that duties are segregated to the extent feasible with the staffing levels in place. The Town has a small staff and this creates inherent limitations in the division of duties and the segregation that is feasible.

Section III - Prior Year Financial Statement Findings

2013-01: Segregation of Duties (Material Weakness)

Criteria:

A key concept of internal controls is the segregation of duties. No one employee should have access to both accounting records and related assets.

Condition:

The Town's current internal control system does not provide adequate segregation of duties over accounting functions.

Cause:

Due to the limited size of the Treasurer's Office, a proper separation of duties has not been established and maintained.

Effect:

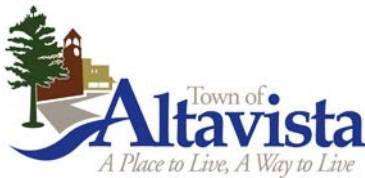
There is more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal controls over financial reporting.

Recommendation:

It is recommended that the Town establish a proper separation of duties.

Management's Response:

Management feels that duties are segregated to the extent feasible with the staffing levels in place. The Town has a small staff and this creates inherent limitations in the division of duties and the segregation that is feasible.



Meeting Date: October 14, 2014

PUBLIC WORKS/UTILITY COMMITTEE REPORT



Committee meeting held on Tuesday, September 30th, items for Council's review/consideration are:

- I: Institute of Advanced Learning and Research (IALR) presentation/proposal
(No Action Requested) **Total motions needed: 0**

Mr. Michael Duncan, Director of Research and Commercialization, with the Institute of Advanced Learning and Research (IALR) contacted staff and requested a meeting to discuss potential involvement of his group with the Town's on-going research on remediation options at the WWTP EOP. Following this meeting staff decided to have Mr. Duncan and several of this staff members give a short presentation to the Public Works/Utility Committee. Mr. Duncan is proposing a 12 – 18 month research plan which would be testing an *in situ* approach utilizing biotechnology to create root zone reactors harboring a range of microorganisms capable of metabolizing PCBs. The anticipated cost of implementation of the research plan would cost approximately \$26,000, with an additional \$10,000 of sample testing.

The Committee chair has asked staff to coordinate a potential visit by Mr. Duncan and his staff on Tuesday, October 21st at 5:30 p.m. to provide a brief presentation to full Council on this matter. **If it is Council's desire to have this meeting it could continue tonight's meeting to Tuesday, October 21st at 5:30 p.m. in Council's Chambers.**

A copy of IALR's paper outlining a possible approach to research (Phase I) and remediation (Phase II) is attached for your review.

Members Present: Ferguson, Dalton, Higginbotham

Potential mechanisms IALR may facilitate TOA with current needs and future remediation of the emergency overflow pond

Immediate Actions

- a) IALR can prepare a peer reviewed report and justification of current experimental procedures and results, including a literature review of the current state of knowledge regarding research on both plant (phyto) and bacteria mediated remediation of PCBs.
- b) Risk Mitigation Report - A set of guidelines to minimize and mitigate risks for researchers and site workers as well as liability for the TOA. Proper personal protective equipment required, what should and should not leave the site, and research waivers of liability may be included.

Research Plan – Phase I (12-18 months)

An *in situ* approach to remediating a PCB contaminated site; utilizing biotechnology to create root zone reactors harboring a range of microorganisms capable of metabolizing PCBs (Chuansheng Mei, Ph.D. and Scott Lowman, Ph.D)

A. Field Study

- PCB contaminated soil will be mixed well and divided into pots of equal size. Baseline soil samples will be taken and treatment groups will be initiated as follows: switchgrass, switchgrass + PaKM, switchgrass + know bacterial PCB metabolizers and blank controls, then grown for one season. PCB degradation in each treatment will be tested with the appropriate number of samples. Plant tissue samples will also be tested for accumulation.

B. Laboratory Studies

- Scientists will isolate and screen bacteria from the pond to identify those capable of efficiently metabolizing PCBs. We will then apply molecular techniques to select bacteria capable of vigorous growth on media with PCB as the sole carbon source for later use in PCB remediation.
- Explore introduction of the gene responsible for PCB degradation (*bph*) into a plant associated bacterium

Timeline – Phase I (12-18months)

- Winter 2015 – Setup for early spring plantings
 - Set up pot experiments on the ponds edge to include 15 replicates in each of 4 treatment groups (60 pots)
 - Fill pots with thoroughly mixed soil from the pond (2/3 sludge and 1/3 compost)
 - Set up irrigation system (water supply required)
 - Gather beginning soil samples to get baseline PCB levels
 - Also isolate bacteria from the sample
 - Start switchgrass plants plus beneficial endophytes in the lab
- Spring 2015 – initiate growing stage
 - Plant 3 plants per pot to allow sufficient root penetration
 - Monitor plant growth for first 3 weeks
- Summer 2015

- Take mid-season soil samples
- Fall 2015
 - Continue to monitor
- Winter 2015
 - Take end of season soil samples
- Summer 2016 – end phase one experiment
 - After vegetative growth (around July)
 - Collect soil samples
 - Provide a report of findings

Phase II – Potential options to remediate the entire pond

If preliminary data is confirmed to be promising, large scale implementation may be pursued with the following options (or others developed). A long term study on in-place remediation (a variant on the vegetative cap proposed in 2003, except the geotextile fabric (root barrier) would be placed between the liner and sludge to prevent the liner from being compromised.

Options summary

- 1) If the TOA can install proper equipment to take the pond out of use (preferred)
 - a. Once dry, geotextile fabric would be installed under the sludge in stages and a small amount of organic matter will be paced on top to aide in plant establishment and growth.
 - b. After the entire pond is prepared, the pond will be divided into research quadrants where different perennial grasses with appropriate root depths will be planted. Each quadrant will be inoculated with different combinations of bacteria capable of metabolizing PCBs.
 - c. Once established, the site would be sampled yearly to determine if/ how fast remediation is occurring.
- 2) Dividing the pond in half as described in the 2003 report and approved by the EPA
 - a. If the pond must be used in some capacity as an overflow pond, it could be divided in half and a geotextile fabric can be installed below the sludge to protect the liner from root penetration and the pond can be prepared as described above.

Benefits of these options

- 1) A study of this type would be a national model to determine if the approach works. The EPA should have great interest in and possibly fund the project because of the common problem of PCB contamination in any industrialized locality. The agency is fully aware that the problem is common and that simply transferring it to another site is not a great option.
- 2) This option also protects from further contamination from the source, which could be residual PCBs in sewer pipes that are swept out during heavy flooding events and would settle in the pond again.
- 3) These options also protect against the dig and haul expense and liability and the fact that the PCBs just get moved to another land fill, where future liability may still exist.

During the process, federal funding will be pursued to help with expenses.

Town of Altavista Recreation Committee

Committee Members

Ann Shelton (Chairman)
Tim George (Town Council)
Victoria Mattox
Steve Dews
Tayna Overbey

Ex-Officio Members

Steve Jester (YMCA)
Dan Witt (Town Staff)
David Garrett (Town Staff)

Overview

At a meeting on September 16, 2014 the Recreation Committee considered an opportunity for a public boat ramp and/or canoe access on the Staunton River approximately 4.5 miles north of the town limits on Route 43. There is an opportunity to purchase and/or lease with an option to purchase the property. The committee recognized this unique opportunity that would benefit both the citizens and businesses of the Town of Altavista and the surrounding counties.

Mary Pascal with Campbell County Parks & Recreation and Kelly Hitchcock with Region 2000 attended this meeting to provide insights and guidance. The information provided included grant opportunities from the Virginia Department of Conservation and Recreation (DCR) for the purchase of the land (50/50%); the Virginia Department of Game and Inland Fisheries (DGIF) for construction of the ramp or launch (75/25%); Virginia Department of Transportation (VDOT) for construction of the entrance and road. Although these are competitive grants this proposed project fits the criteria for each grant. There may be additional grant opportunities.

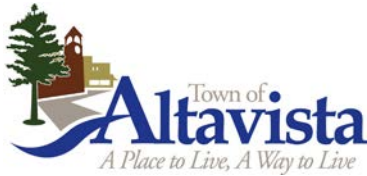
Request/Recommendation

The Recreation Committee voted unanimously in favor of recommending to Town Council this opportunity for a long-term lease and/or purchase of this property.

Additional Information

The Committee instructed staff to contact VDOT and DGIF to schedule site visits, which were done on September 19th and 22nd respectively. The meeting with Ken Carlton (VDOT) led to the discovery of a potential line-of-sight distance problem to the north of the entrance to the property. However, there may solutions to correct/and or alleviate this concern. The meeting with Pete and Scott (DGIF) was very positive and they believed this to be an ideal location with proximity to the Leesville Dam and English Park ramps.

Grant cycles for this project range for February 2015 through October 2015 and Region 2000 is willing to assist with the application process.



Town of Altavista

Town Council Meeting Agenda Form

Meeting Date: October 14, 2014

Subject Title: Chamber of Commerce Parade Approval Request/Street Closures

Presenter(s): Heather Reynolds, Chamber President

SUBJECT HIGHLIGHTS

Annually, the Altavista Area Chamber of Commerce coordinates the Annual Christmas Parade with the assistance of Altavista On Track (AOT) and the Altavista Rotary Club. Attached is a memo from the Chamber requesting approval for the Altavista Christmas Parade to be held on Thursday, December 4, 2014 beginning at 7:00 p.m. The memo outlines the parade route, which has been reviewed by Chief Walsh. The Altavista Police Department has created an Operational Plan in regard to the street closures that would be required and traffic control/security for the event.

Town Council is requested to approve the street closures as indicated on the map and approve the parade request. Pursuant to Town Code Section 34-1 (b) (1) a parade sanctioned by the town council by permit is exempt from the section of the code dealing with Noise ordinance.

Staff recommendation, if applicable: Approval as presented.

Action(s) requested or suggested motion(s):

Motion: "I move that the Altavista Chamber of Commerce's request for the Annual Christmas Parade on Thursday, December 4, 2014 be approved as presented."

Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Attachments (in order they appear in packet): 1) Memorandum from Chamber President; 2) Map of proposed Parade Route

TO: Altavista Town Council

FROM: Altavista Area Chamber of Commerce

REF: 2014 Christmas Parade

Date: September 24, 2014

The Altavista Area Chamber of Commerce, Altavista On Track and the Altavista Rotary Club are requesting approval to once again organize the Altavista Christmas Parade to be held December 4, 2014 at 7pm. In the event of inclement weather, we will not have a makeup date. The staging area (from Bedford Ave at the High School to Myrtle Lane, and 9th and 10th Streets from Bedford to Broad Street) will begin set up for the lineup of vehicles at approximately 3:45pm once school traffic is clear. Floats and other entries are requested to begin arriving at 5pm. The parade route will continue to be Bedford Ave at Altavista Combined School to left on 7th Street, 7th to right on Broad Street, Broad to left on Main Street, Main Street to right on to Nelson. Parade will disassemble on Nelson.

Our committee is working with the Altavista Police Department and VDOT regarding the closure of the parade route and safety. Chief Walsh has the OPS Plan outline (copy included) and Linda (AOT) is working with VDOT regarding street closures (copy of request included). The Chamber is currently looking for event insurance. This cannot be purchased prior to 30 days out. (A copy of last year's COI is included). Altavista Public Works will provide barricades at street entrances along the route. The Altavista Police will provide the digital traffic sign to alert traffic on Bedford Avenue of the closure for the parade and will coordinate with other emergency entities as necessary.

The theme for this year's parade is "Carols of Christmas." We will be suggesting to businesses along the parade route to extend their hours and offer promotions to encourage parade goers to visit various businesses prior to and immediately following the parade. Please mark your calendars and plan to join us as we usher in the holiday... and Santa!

Thank you for your continued support of the Altavista Christmas Parade and our town!

Respectfully,

Heather Reynolds, President

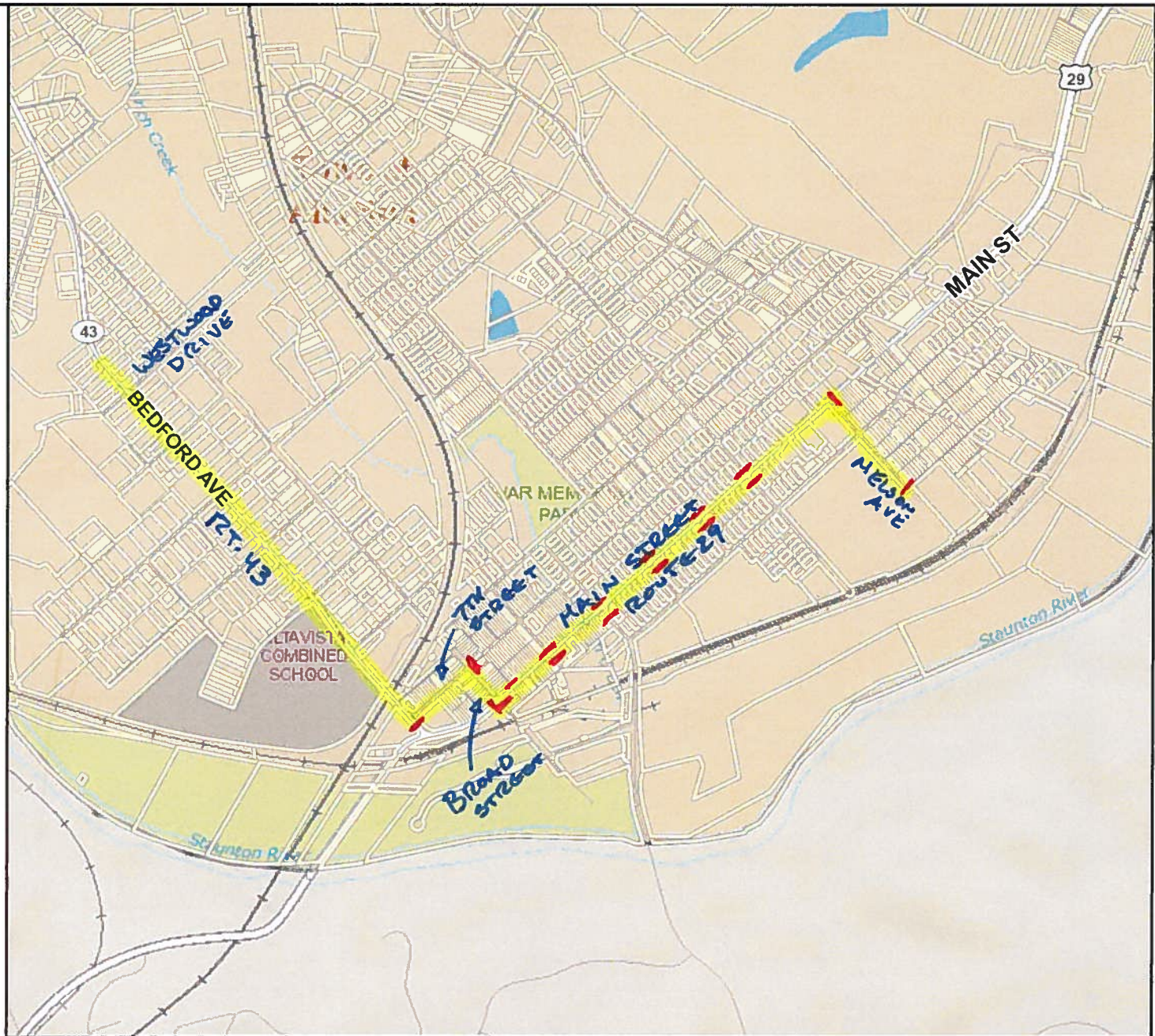
Altavista Area Chamber of Commerce

Campbell County, VA

Legend

- Street Names
- Parcels
- County Boundary
- HiddenRoadCenterline

PARADE ROUTE
ROAD BARRICADES

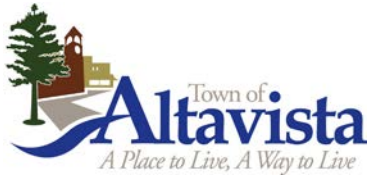


Title:

Date: 10/3/2014

Feet
0 500 1000 1500 2000
1:18,056 / 1"=1,505 Feet

DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Campbell County is not responsible for its accuracy or how current it may be.



Town of Altavista

Town Council Meeting Agenda Form

Meeting Date: October 14, 2014

Agenda Placement: Unfinished Business

Subject Title: Design Guidelines – Downtown Revitalization Overlay (DRO) District

Presenter(s): Assistant Town Manager

SUBJECT HIGHLIGHTS

Town Council conducted a Work Session with the Planning Commission on Tuesday, September 9th to review the proposed *Design Guidelines* for the Downtown Revitalization Overlay (DRO) District. The Planning Commission previously conducted a public hearing and is recommending approval of the guidelines. The guidelines were previously distributed.

At this time, staff is seeking direction in regard to this item. Council can schedule a public hearing on the proposed Design Guidelines or study the issue further.

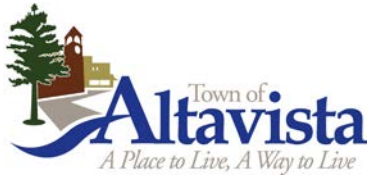
Should Council decide to schedule a public hearing, they could set the date for their Tuesday, November 11, 2014 Town Council meeting at 7:00 p.m. A motion would be needed.

Staff recommendation, if applicable: Per discussion.

Potential motion(s):

Motion: "I move that the Altavista Town Council schedule a public hearing on the Design Guidelines for the Downtown Revitalization Overlay (DRO) District for Tuesday, November 11, 2014 at 7:00 p.m."

Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No



Town of Altavista

Town Council Meeting Agenda Form

Meeting Date: October 14, 2014

Agenda Placement: Unfinished Business

Subject Title: VDOT Transportation Alternatives Program (TAP) Agreement

Presenter(s): Assistant Town Manager

SUBJECT HIGHLIGHTS

Last year the Town pursued funding through VDOT's "Transportation Alternatives Program" for the Altavista Route 43 Downtown Gateway Project. The project includes new sidewalks, pedestrian crosswalks and pedestrian signals along 7th Street from Broad Street to Bedford Avenue, along Bedford Avenue between 7th and Main Streets and along Main Street from Bedford Avenue to where it would tie into a previously completed project. The estimate for the project was \$500,000.

The Town was notified that it was awarded funds in the amount of \$82,330 which would be sufficient for the design phase of the project. These funds require a 20% match from the Town which equals \$20,583. At this time, the Town has received the Project Administration Agreement from VDOT, which requires signature by a Town Official. Staff requests that Town Council authorize the Town Manager to execute this agreement on behalf of the Town of Altavista. A certified copy of this action must accompany the agreement.

Staff will be completing an application for additional funding for the project prior to the November deadline.

POTENTIAL MOTION: *"I move that the Town Manager be authorized to execute the VDOT Project Administration Agreement for Project Number EN14-162-061,C501."*

Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

October 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6 th Annual Scarecrow Stroll			1	2	3	4 1st Saturday Trade Lot AOT Cruise-In 5:30
5	6 Planning Commission 5:00 pm	7	8	9	10	11
VML ANNUAL CONFERENCE						
12	13 Columbus Day Town Offices Open	14 Finance Committee Meeting 6:30 pm Council Meeting 7:00 pm	15	16	17	18
19	20	21	22	23 Candidate Forum 6:30 PM	24 Public Works/Utility Comm. Meeting 7:00 AM Finance/HR Comm. Meeting 8:00 AM	25
26	27	28	29	30	31 Public Works/Utility Comm. Meeting 7:00 AM Finance/HR Comm. Meeting 8:00 AM Halloween	

November 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 1st Saturday Trade Lot
2	3	4	5	6 Business Expo Altavista YMCA 4:00-7:00 PM	7	8
9	10	11 Veterans Day Finance Committee Meeting 6:45 pm Council Meeting 7:00 pm	12	13	14	15 Trade Lot
16	17	18	19	20	21	22
23	24	25	26	27 Thanksgiving Day Town Offices Closed	28	29
30						